

# **DIVISION OF COLLECTIONS**

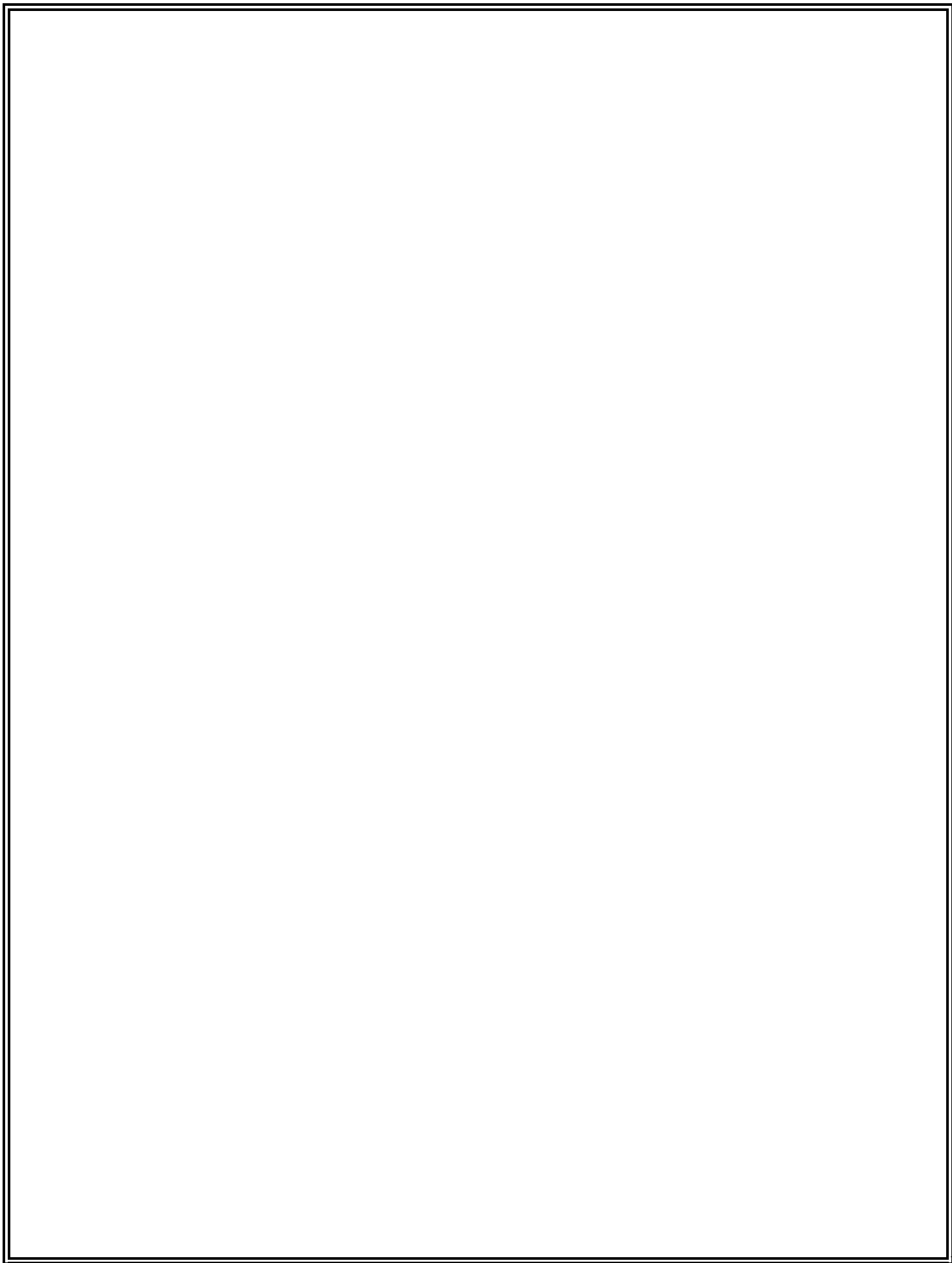
## **OSCAR MANUAL**

**(On-Line System for Collections of Accounts Receivables)**

**NON - JACADA**

**APRIL 2008**

All names and addresses contained within this document are intended to be fictional.



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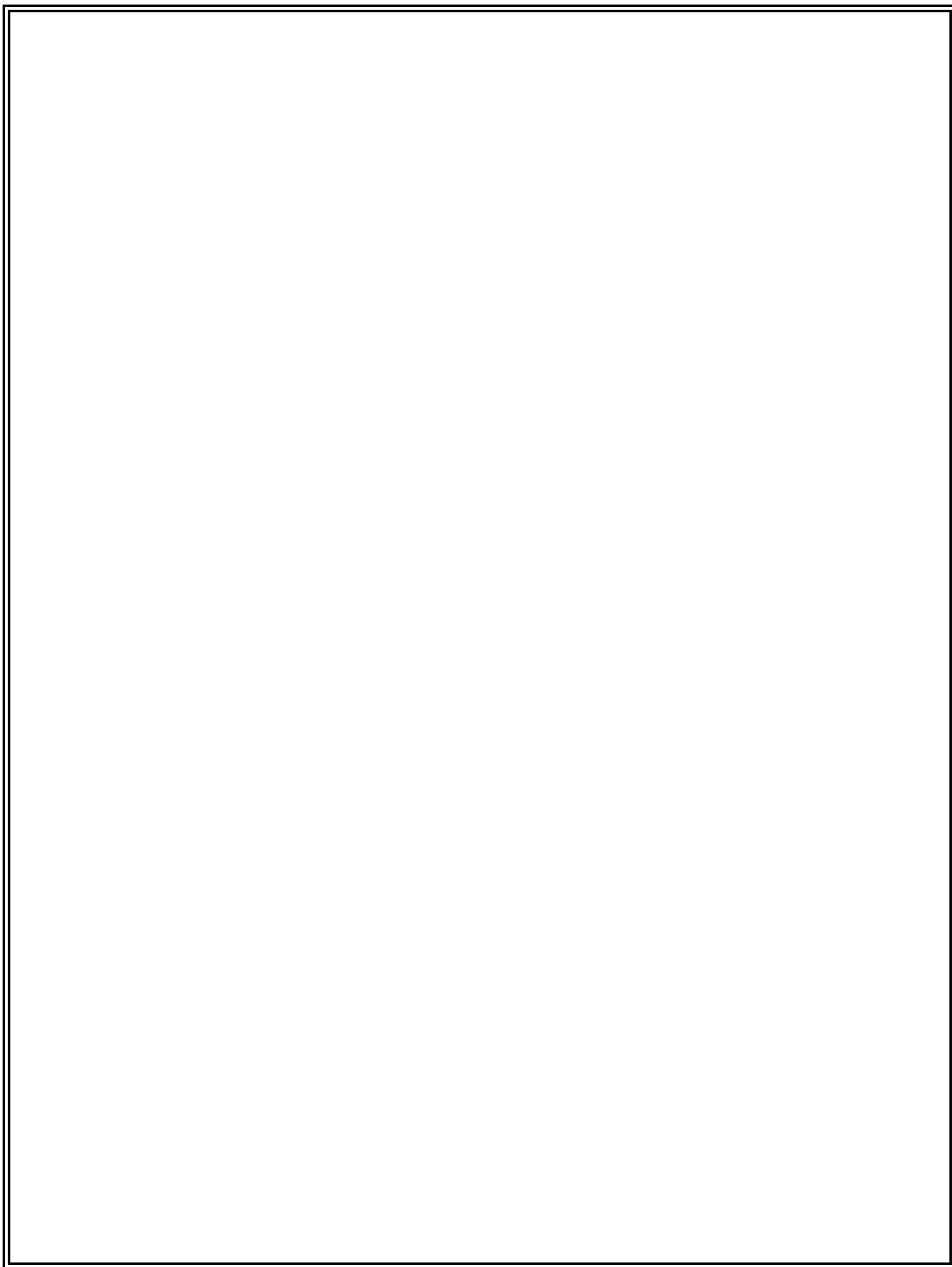
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# **OSCAR MAIN MENU**

## **F2**

**OSCAR MAIN MENU SCREEN**

ZKMEN CASE

 KY OSCAR MENU  
 FUNC UPD DISP PRI
 

 LPGS 09/11/07  
 000123456

COLLECTOR ID: LPGS  
 OTHER USER :

PASSWORD :  
 LOCATION : 300502

BROWSE ID:  
 BROWSE PTR:

DESCRIPTION OF JOB  
 WORKLIST STATISTICS (X00)  
 WORKLIST PROCESS (XNN)  
 TABLE MAINT. MENU (TMU)  
 ALPHA LOOKUP (LKU)  
 SECONDARY ASSIGNMENT (SAS)

REQ FIELDS  
 FUNC BROWSE START (BRS)  
 FUNC BROWSE RESUME (BRR)  
 FUNC SUPERVISOR INQ (SPI)  
 FUNC CASE INQ (INQ)  
 FUNC CASE UPDATE (UPD)  
 FUNC MANUAL CASE SETUP (MAS)

DESCRIPTION OF JOB  
 BROWSE ID  
 BROWSE ID  
 OTHER USER  
 NEXT CASE  
 NEXT CASE  
 NEXT CASE

SYSTEM NOTES:

SUPERVISOR NOTES:  
 \* \* \* END OF MESSAGES \* \* \*

SENDER ID:

PF: 1-KY MENU 2-MEN 3-OFF 13-CAR 18-BKR 19-BRW

1. FUNCTION: The following three-digit characters may be used to populate this field.

BRR = Browse Resume  
 BRS = Browse Start  
 BYE = Logoff of OSCAR  
 ILR = Inactive Lien Release  
 INQ = Case Inquiry  
 LKU = Lookup  
 MAS = Manual Case Setup  
 SAS = Secondary Assignment  
 SEN = Send Message  
 TMU = Table Maintenance Menu  
 UPD = Case Update  
 XNN = Worklist or Functional Area Codes ("NN" represents any number of a functional area and "X" represent any letter of a functional area)

2. DISPLAY: The following designations may be populated in this field to access different screens within the OSCAR case.

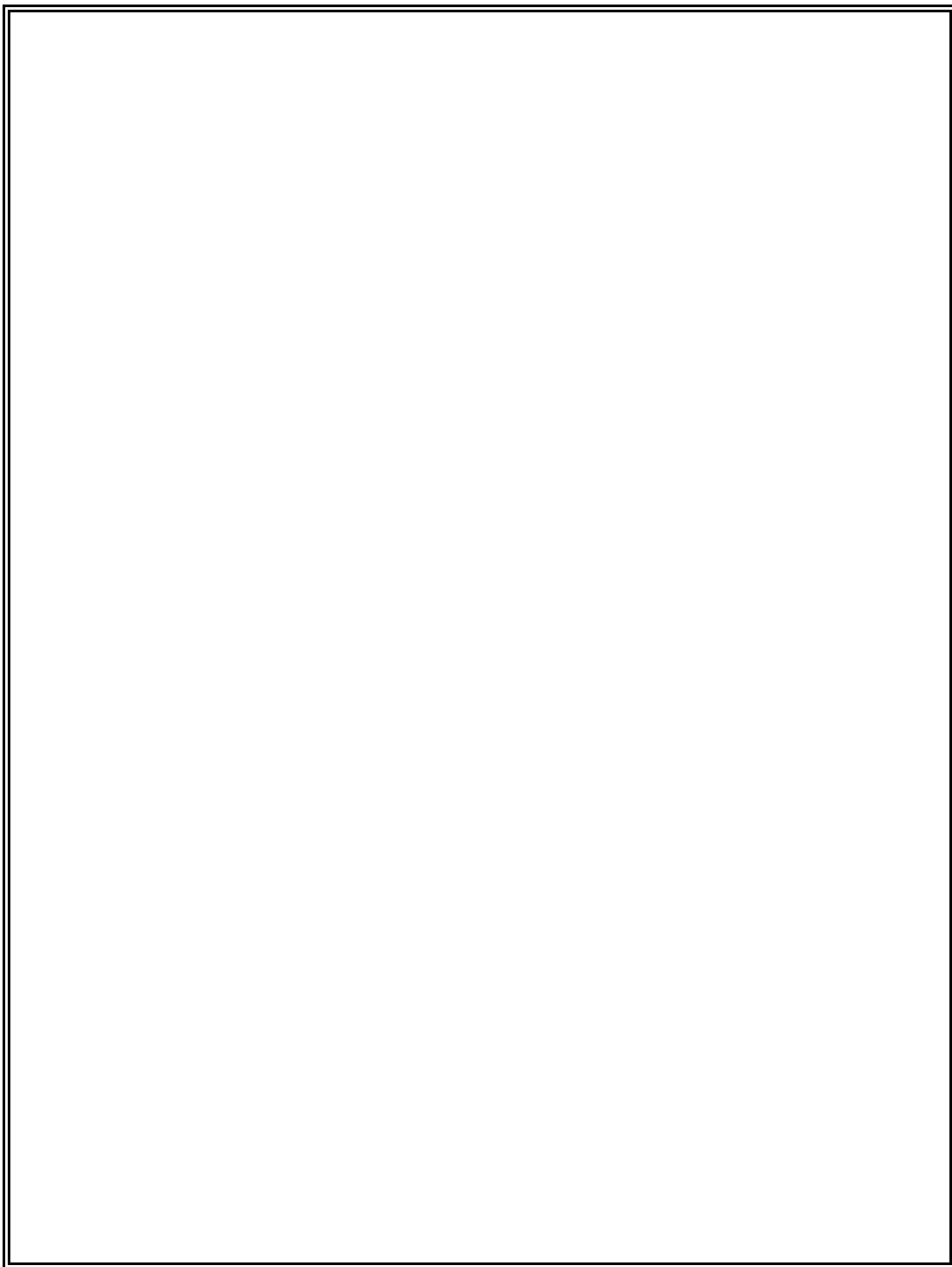
ALT = View Alert; display of collector and bills under maintenance  
 AST = Responsible Party and Asset Display  
 CII = Correspondence Image Inquiry Display  
 DEL = Delinquencies Screen  
 DEM = Demographics Display  
 HIS = View History Text Screen  
 HTX = Enter History Text Screen  
 MEN = OSCAR Menu Screen  
 NOT = Notes Display  
 PRI = Primary Screen  
 SEC = Secondary Data Display

The following designations access the CAR system

CAR = CAR Main Menu  
 BIL = CAR Billing Menu  
 MAN = CAR Maintenance Menu

## OSCAR MAIN MENU SCREEN

3. **NEXT CASE:** Entering a case number here will allow the user to view any OSCAR case in the system. Case numbers for businesses are built upon the six-digit number from the CRIS system with 3 zeros in front of it. Case numbers for Individual Income tax cases are simply the Social Security number of the individual. OSCAR case numbers must be at least nine-digits long. However, Miscellaneous tax bills may create their own case in OSCAR and those case numbers may be more than nine-digits long. An "R" entered in NEXT CASE field on any screen will restore the information that has been changed by the user if the enter key has not been pressed yet.
4. **COLLECTOR ID:** The collector ID is always four characters long. The first character always represents the user's functional area or work list. The last three characters are usually based on the initials of the user's name.
5. **PASSWORD:** This password is given to the user by the Division of Collections' Systems Administrator. This is a permanent password, but can be changed immediately by the Systems Administrator if the user has reason to believe his or her password has been revealed.
6. **BROWSE ID:** By entering a specific functional area, it is possible to review all cases in that functional area, one at a time, without having to create an activity code.
7. **OTHER USER:** By entering another user's 4-digit ID in this field, it is possible to work that collector's assigned worklist cases. A list of user ID's may be found in the Divcoll folder.
8. **LOCATION:** This is a numerical designation entered by the system and does not change.
9. **BROWSE PTR:** (Browse Pointer) – The sequential number for a case within a worklist group. It is possible to access a specific case within in the worklist mode by it's sequential number.
10. **SYSTEM NOTES:** Systems Administrators have the ability to enter here information that needs to be brought to the attention of all users.
11. **SUPERVISOR NOTES:** A supervisor has the ability to enter here information that needs to be viewed by all collectors under their purview.



# **COLLECTION NOTES**

## **DISPLAY**

### **F4**

## COLLECTION NOTES DISPLAY

ZKNOT CASE 000661244-	COLLECTION NOTES DISPLAY 4 FUNC UPD DISP <b>PRI</b> NEXT CASE 000661244	LPGS 09/11/07
SPARKLING DIAMOND MINES INC SPARKLING KY 40000		HOLD DATE 09/29 STATE 091 COLL ID OOLU STATUS O OWN R
ENTER UP TO EIGHT LINES OF NOTES BELOW		
CONTACT WILLIAM HENRY HARRISON, ATTORNEY, AT PH# 999-111-2222		
<div style="display: flex; justify-content: space-between; align-items: center;"> <span>LAST UPDATED USERID: <b>LPGS</b></span> <span>DATE: <b>09/11/07</b> TIME: 16:32:08</span> </div>		
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT		

The Collection Notes Display allows for eight lines of information to be entered by the collector. The information is entered simply by typing the desired text and then proceeding to the Primary Display. This will happen by pressing the enter key when "PRI" is populated in the display field.

This display will record the initials of the collector who made the last information entry along with the date and time.

The information entered here is not permanent. Any information that should be recorded as permanent should be entered into the History Text area.

ZKPRI CASE 000661244- SPARKLING DIAMOND MINES INC	PRIMARY COLLECTION DATA 4 FUNC UPD DISP PRI NEXT CASE 000661244	LPGS 09/11/07
6666 DIAMOND DR	MAIL LIEN (Y/N) ATTN WM HENRY HARRISON 3333 LAWYER LANE	HOLD DATE 09/29 VALID STATE 091 COLL ID OOLU STATUS O OWN R
SPARKLING	ADD 999 TEL1 CELL 777 666 5555 TEL2	SSN2 LV <b>NOT</b> MSC AST MNT BT SST
TOTAL DUE 1605.13	NET TAX DUE 1000.00	TOTAL PENALTY 290.00
TT 010	TOTAL INTEREST 57.82	
P D06,N06	TOTAL FEES 257.31	
L 1597.82		
D 307,207,*		
I/P DT 09/26/07 ADM: 7.31 LN: 0.00 JA: 2 DEL: 4 FA EX: 06/18/07		
PMT/LTR	DATE TIME AC P C RTE	PROMISE 1 PROMISE 2 EX T COLL BALANCE
	09/11/07 1634	LPGS 1605
	09/07/07 1024 IR 091 09/29	* OSAA 1604
	09/07/07 1023 SR 091	OSAA 1604
	08/30/07 2157 RF 091	* 1579
	08/29/07 1105 AJ 091	* CHLG
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT		

The Primary Display will have a description of "NOT" listed when information is populated in the Collection Notes Display Screen (PF4).

# **SECONDARY COLLECTION DATA DISPLAY F5**

## SECONDARY COLLECTION DATA DISPLAY

<b>1</b> EC CASE 000721141- INTERSTELLAR SPACECRAFT MFG INC  <b>CORPORATION DATA</b> DATE STATE VAL # 7657677 PD 1204 TR 01	<b>2</b> SECONDARY COLLECTION DATA 0 FUNC UPD DISP PRI NEXT CASE 000721141 COLL ID 00AU  <b>OWNERSHIP INFORMATION</b> CURRENT TYPE S CORP EFF DATE 09/02/04	<b>3</b> LPGS 09/12/07 CASE 000721141 COLL ID 00AU  <b>CROSS-REFERENCE NO</b> 000111222- 000222333- 777432109- - -												
<b>4</b> REQUEST MISC  D1 DLQ 407	<b>5</b> SSN/PHONE  D0 DLQ 307 207 107	<b>6</b> ADDRESS  D0 DLQ 307 207 107												
TOTAL J/A AMOUNT: 15336.42 JA FLAG: Y														
<table style="width: 100%;"> <tr> <td>TYPE 0</td> <td>15343.73</td> <td>TYPE 3</td> <td>0.00</td> <td>TYPE 5</td> <td>0.00</td> </tr> <tr> <td>TYPE 1</td> <td>0.00</td> <td>TYPE 4</td> <td>0.00</td> <td>TYPE 7</td> <td>0.00</td> </tr> </table>			TYPE 0	15343.73	TYPE 3	0.00	TYPE 5	0.00	TYPE 1	0.00	TYPE 4	0.00	TYPE 7	0.00
TYPE 0	15343.73	TYPE 3	0.00	TYPE 5	0.00									
TYPE 1	0.00	TYPE 4	0.00	TYPE 7	0.00									
TOTAL DUE 15343.73 I/P DT 09/27/07 15312.17														
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT														

1. CORPORATION DATA: The information concerning the last corporation income tax return filed for this business will be populated here: validating number, period end date, and transaction code. This information comes from the Corporation Transaction Data Display.

2. OWNERSHIP DATA: The business entity code type will be filled here. This information comes from the CRIS database. Also, the latest filer frequency change date will be populated here. This information comes from the Corporation Master Data Display.

3. CROSS-REFERENCE NO: The cross-referenced OSCAR case numbers are populated here. These case numbers are derived from matching responsible parties in other OSCAR cases. An asterisk after "Cross-Referenced No." indicates that there are more than five cross-referenced OSCAR cases. When the button with "> > Primary" is applied, it will take the user to the Primary Display for the corresponding OSCAR case number. This feature is only applicable to the Jacada interface.

4. REQUEST MISC: This field is used for requesting a Trans-Union credit report on a delinquent business or individual taxpayer. This is accomplished by entering "TRU" in this field. The "SSN/Phone" and "Address" fields must also be populated along with the request for a Trans-Union credit report in order for the request to be successful. The "Address" field must be populated with the source code number from the Responsible Party/Taxpayer Asset Display (F15). This request should only be done at the direction of an immediate supervisor.

5. D1 DLQ: Delinquent tax periods for which a late notice for a delinquent return has been mailed and is delinquent from 30 to 59 days. An asterisk populated in the third field indicates that there are more than three periods. Periods are designated by a three-digit code. The last two digits are for the year, and the first digit is for the month. One through nine indicates January through September, respectively, while "O" is for October, "N" is for November, and "D" is for December.

6. D0 DLQ: Delinquent tax periods for which more than 59 days have passed from the due date for the period with no return filed. An asterisk populated in the third field indicates that there are more than three periods. Periods are designated by a three-digit code. The last two digits are for the year, and the first digit is for the month. One through nine indicates January through September, respectively, while "O" is for October, "N" is for November, and "D" is for December.

## SECONDARY COLLECTION DATA DISPLAY

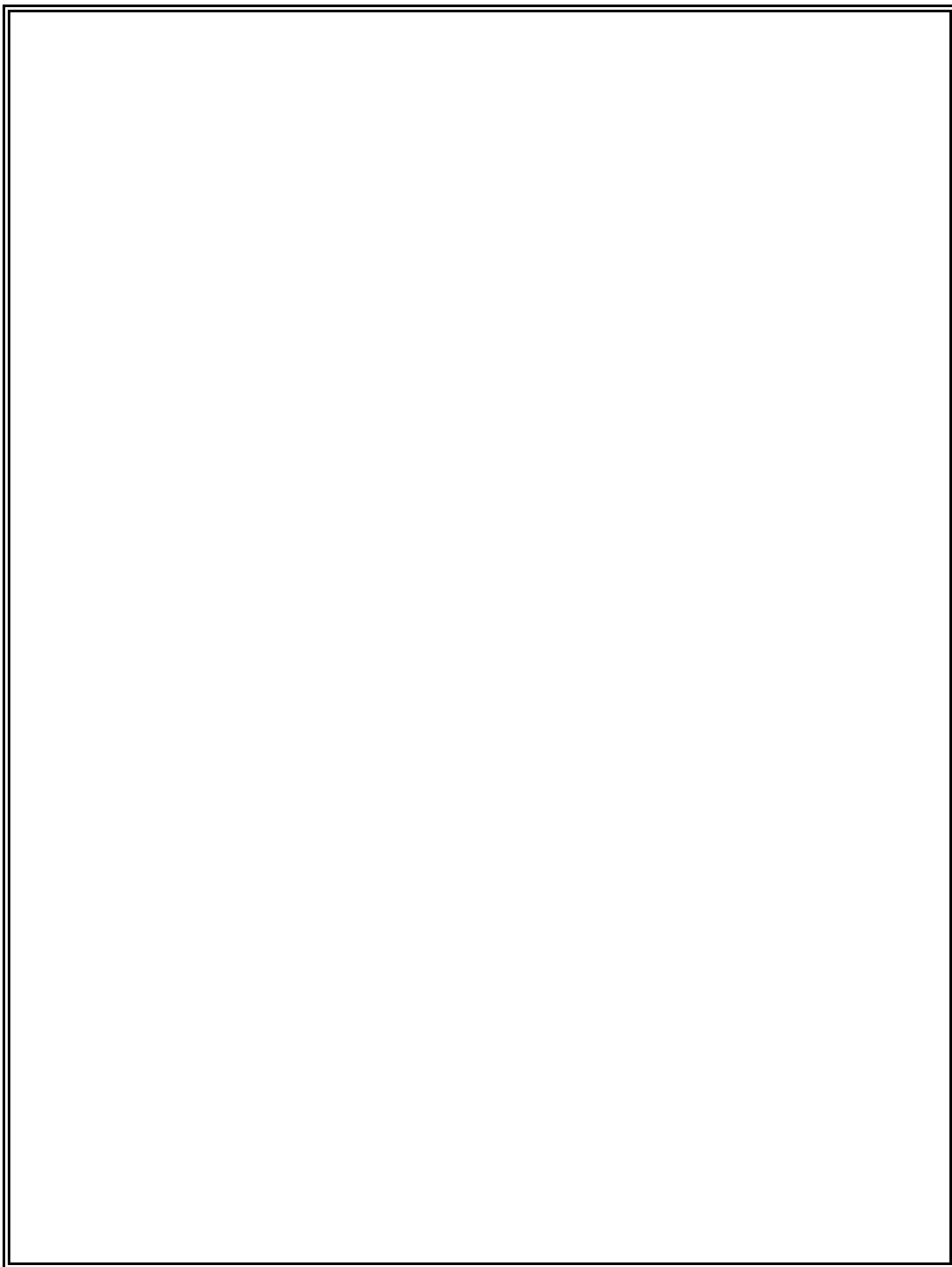
ZKSEC		SECONDARY COLLECTION DATA				LPGS 09/12/07	
CASE 000721141-		0	FUNC	UPD	DISP	PRI	NEXT CASE 000721141
INTERSTELLAR SPACECRAFT MFG INC						COLL ID 00AU	
CORPORATION DATA		OWNERSHIP INFORMATION				CROSS-REFERENCE NO	
DATE		CURRENT TYPE S CORP				000111222-	
STATE		EFF DATE 09/02/04				000222333-	
VAL # 7657677						777432109-	
PD 1204 TR 01						-	
						-	
REQUEST MISC		SSN/PHONE				ADDRESS	
D1 DLQ 407		(7)				D0 DLQ 307 207 107	
TOTAL J/A AMOUNT:		15336.42				JA FLAG: Y (8)	
TYPE 0 15343.73		TYPE 3 0.00		TYPE 5 0.00		0.00	
TYPE 1 0.00		TYPE 4 0.00		TYPE 7 0.00		0.00	
(9)		TOTAL DUE 15343.73				I/P DT 09/27/07	
		15312.17					
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT							

7. TOTAL JA AMOUNT: The total amount of all jeopardy assessed periods in the case.

8. JA FLAG: When this field is populated with an "Y" it is permissible to create jeopardy assessments from delinquent tax periods. When it is populated with an "N", the OSCAR system will not permit jeopardy assessments to be created.

9. BILL TYPE TOTALS: These are the dollar amount totals of all OSCAR bill types for this case.

OSCAR BILL TYPES	
D1	Delinquent return assigned to OSCAR - 30 to 59 day old
D0	Delinquent return assigned to OSCAR - 60 days past filing due date
R1	Receivable less than 45 days old
R0	Receivable - due and owing
R2	Receivable - voided or paid in full
R3	Receivable - charged off/inactive
R4	Receivable - protest/under control of Special attorney
R5	Receivable - in suspense
R7	Receivable - assigned to private collection agency



# **DELINQUENCIES AND TRANSACTION DISPLAY F6**

## DELINQUENCIES AND TRANSACTION DISPLAY

RERCS11L		DELINQUENCIES AND TRANSACTION DISPLAY				LPGS	09/12/07
CASE 000721141-		0 FUNC UPD		DISP FWD	NEXT CASE 000721141		
INTERSTELLAR SPACECRAFT MFG INC		BT: D0		TT 002	ACCT 000019959		
VAR INFO: BUS CODE-071		DIST CD-05		AUDIT CLCD- 2		FEIN: 611238118	
ACCT: 002 000019959 6		INTERGALACTIC SPACECRA		LIA 07/01/93		TERM	
FYE	EXT	ASTAT A		I/P DTE: 09/27/07			
FREQ 1 01/01/05	PREV FREQ 0	JA	2700.00		ACCT TOT	15336.42	
SST#	SST FLAG	SST MODEL		SST CSP EFFECTIVE DATE			

PERIOD	0307	0207	0107	0407	1206
DN/DATE	RD 04/15/07	RD 03/15/07	RD 02/15/07	RD 05/15/07	RR 05/17/07
BT/AST/TR	D0 52W	D0 52W	D0 52W	D1 51W	D2 JA 14W
VAL# RTC	000000000	000000000	000000000	000000000	000000002 0

TAX/PAID	.00	.00	.00	.00	.00
INT/PEN	.00	.00	.00	.00	.00
FEES PAID	.00	.00	.00	.00	.00
PENALTY	.00	.00	.00	.00	.00
TOTAL PD	.00	.00	.00	.00	.00

VARIABLE	P	P	P	P	P
SYS/NOTE	8227 R1	7257 R1	6157 R1	8227 A	5177 R1 D
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HTS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT					

Within the OSCAR system, all non-filed periods that are past due are labelled as delinquencies. This screen is intended to display all delinquent periods and the last year of transactions for each type of tax listed for the business. The delinquent periods are labelled as D0's and D1's.

D1's = all those delinquent periods that are 30 to 59 days past due filing

D0's = all those delinquent periods that are more than 59 days past due filing

D2's = any filed or cleared periods

T2's = any type of transaction with a payment

The OSCAR system calculates a jeopardy assessment amount for the delinquent tax periods by calculating an average of a year of filed returns and then doubling it. That figure is populated here. A user may manually change this amount at his/her discretion.

This screen was designed to enable the collector to easily locate all the delinquent non-filed periods for a business and turn them into jeopardy assessments with minimal effort.

## DELINQUENCIES AND TRANSACTION DISPLAY

RERCS11L		DELINQUENCIES AND TRANSACTION DISPLAY				LPGS	09/12/07
CASE	000721141-	0	FUNC	UPD	DISP	END	NEXT CASE 000721141
INTERSTELLAR SPACECRAFT MFG INC		BT: DO NOT		002	ACCT	000019959	
VAR INFO: BUS CODE-071		DIST CD-05		AUDIT CLCD-2		FEIN: 611238118	
ACCT: 002 000019959 6		INTERGALACTIC SPACECRA		LIA		07/01/93 TERM	
FYE	EXT	ASTAT A		I/P DTE: 09/27/07			
FREQ 1	01/01/05	PREV FREQ	0	JA	2700.00	ACCT TOT	15336.42
SST#		SST FLAG		SST MODEL		SST CSP	EFFECTIVE DATE

PERIOD	J 0307	0207	0107	0407	1206
DN/DATE	RD 04/15/07	RD 03/15/07	RD 02/15/07	RD 05/15/07	RR 05/17/07
BT/AST/TR	D0 52W	D0 52W	D0 52W	D1 51W	D2 JA 14W
VAL# RTC	000000000	000000000	000000000	000000000	000000002 0

TAX/PAID	.00	.00	.00	.00	.00
INT/PEN	.00	.00	.00	.00	.00
FEES PAID	.00	.00	.00	.00	.00
PENALTY	.00	.00	.00	.00	.00
TOTAL PD	.00	.00	.00	.00	.00

VARIABLE	P	P	P	P	P
SYS/NOTE	8227 R1	7257 R1	6157 R1	8227 A	5177 R1 D
PF: 2MEN	3OFF	4NOT	5SEC	6DEL	7HIS
	8PRI	9HTX	10NXT	11LKU	13AST
	14DEM	15A/R	16PMT		

Jeopardy Assessments may be created directly from this screen by entering the letter "J" here before a specific period and "END" in the Display area. This selection will immediately take the user to the CARS system and all of the details necessary for the jeopardy assessment must be entered in CARS by the user. Completing all of the information for the jeopardy assessment within the CARS system using this function will create a bill in CARS immediately. This bill will also be immediately reflected in the Accounts Receivables Display within the OSCAR system and the amount of the bill will be immediately reflected in the OSCAR totals.

The same effects will be implemented in like manner if the letter "N" is selected for a specific period and "END" in the Display area, and the user will be forwarded to the CARS system to create a "new bill" for that period.

There are other ways to create Jeopardy Assessments within the OSCAR system, but the benefit of this method is that the bill will be created immediately within CARS and will also, immediately appear within the OSCAR system.

## DELINQUENCIES AND TRANSACTION DISPLAY

RERCS11L		DELINQUENCIES AND TRANSACTION DISPLAY				LPGS	09/12/07
CASE 000721141-		0 FUNC UPD		DISP FWD	NEXT CASE 000721141		
INTERSTELLAR SPACECRAFT MFG INC				BT: D0 TT 002	ACCT 000019959		
VAR INFO: BUS CODE-071		DIST CD-05		AUDIT CLCD- 2	FEIN: 611238118		
ACCT: 002 000019959 6		INTERGALACTIC SPACECRA		LIA 07/01/93		TERM	
FYE EXT		ASTAT A		I/P DTE: 09/27/07			
FREQ 1 01/01/05		PREV FREQ 0		JA	2700.00	ACCT TOT	15336.42
SST#		SST FLAG		SST MODEL	SST CSP EFFECTIVE DATE		

PERIOD	0307	0207	0107	0407	1206
DN/DATE	RD 04/15/07	RD 03/15/07	RD 02/15/07	RD 05/15/07	RR 05/17/07
BT/AST/TR	D0 52W	D0 52W	D0 52W	D1 51W	D2 JA 14W
VAL# RTC	000000000	000000000	000000000	000000000	000000002 0
TAX/PAID	.00	.00	.00	.00	.00
INT/PEN	.00	.00	.00	.00	.00
FEES PAID	.00	.00	.00	.00	.00
PENALTY	.00	.00	.00	.00	.00
TOTAL PD	.00	.00	.00	.00	.00

VARIABLE	P	P	P	P	P
SYS/NOTE	8227 R1	7257 R1	6157 R1	8227 A	5177 R1 D
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT					

The basic information found on the Master Tax Data Display within the KYIMS system for a tax number has been populated here.

### Date Name Codes:

RR = Return Received  
 TD = Transaction Received  
 LP = Last Payment Received  
 PD = Process Date  
 LD = Transaction Received and Loaded  
 RD = Return due  
 ON = Original Notice  
 AC = Accrued Interest

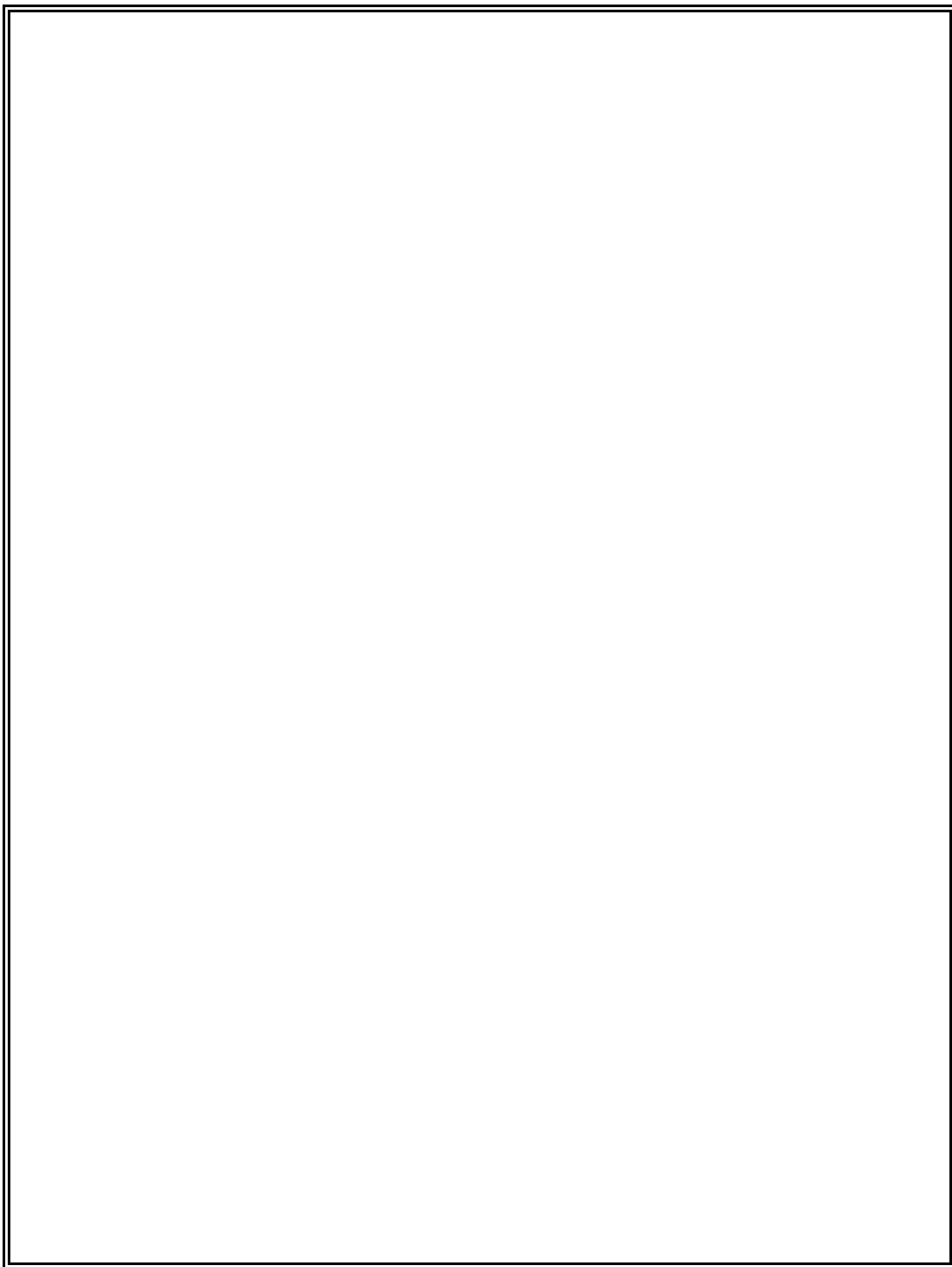
### System Codes for Transaction Field:

C = Corporation Tax  
 K = Coal Severance Tax  
 S = Sales and Use Tax  
 W = Withholding Tax  
 I = Individual Income Tax  
 M = Miscellaneous Tax  
 A = Accounts Receivable System

## DELINQUENCIES AND TRANSACTION DISPLAY

RERCS11L		DELINQUENCIES AND TRANSACTION DISPLAY		LPGS	09/12/07
CASE	444332222	FUNC	UPD	DISP	FWD
BUMSTEAD BLONDIE & DAGWOOD		BT: T2		TT	001 ACCT 444332222
VAR INFO:					
ACCT:	001 444332222 0	LIA		TERM	
FYE	EXT	ASTAT	I/P DTE: 09/27/07		
FREQ		PREV FREQ	JA	.00	ACCT TOT 720.60
SST#		SST FLAG	SST MODEL	SST CSP EFFECTIVE DATE	
BKCY #:	0640249	* CHPT:	13	FILED:	05/04/2006 DISMISS: 08/10/2007
BKCY NAME:	BUMSTEAD BLONDIE & DAGWOOD				
PERIOD	1200				
DN/DATE	LP 03/09/05				
BT/AST/TR	T2 99A2				
VAL# RTC	007164830				
TAX/PAID	11.00				
INT/PEN	.00				
FEES PAID	.00				
PENALTY	.00				
TOTAL PD	11.00				
VARIABLE	P				
SYS/NOTE	3155 A0 P				
PF:	2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT				

Basic bankruptcy information will be located here if the business is or has been in bankruptcy and the bankruptcy information has been loaded into the Division of Collections' bankruptcy data file. Responsible parties of a corporation who are or were in bankruptcy will not have this information populated here. However, taxpayers in Individual Income tax cases, and sole proprietorships and partnerships, will have their bankruptcy information populated here.



# **COLLECTION HISTORY INQUIRY F7**

## COLLECTION HISTORY INQUIRY

<b>ZKPRI</b> CASE 000403510- HOT HEAD MATCHES FACTORY  888 BURNING LANE  PRAIRIE FIRE TOTAL DUE 0.00 TT 010 P L 0.00 D D06 I/P DT 09/28/07 ADM: 0.00 LN: 0.00 JA: 0 DEL: 1 FA EX: 08/21/07 HERBIE SAID SALES ARE GOING LIKE A HOUSE ON FIRE!	<b>PRIMARY COLLECTION DATA</b> 1 FUNC UPD DISP PRI NEXT CASE 000403510 MAIL LIEN (Y/N) C/O HERBERT HOOVER 111 HOPEFUL COURT  VALID ADD DEPRESSION KY 40000 118 TEL1 RP01 111 222 3333 TEL2 NET TAX DUE TOTAL INTEREST TOTAL FEES TOTAL PENALTY 0.00 0.00 0.00 0.00	<b>LPGS 09/13/07</b> HOLD DATE 09/20 STATE U01 COLL ID UOPR STATUS O OWN A SSN2 AST BT SST 0.00
---	---	---

PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1	PROMISE 2	EX T	COLL	BALANCE
	09/13/07	0926								LPGS	0
	08/24/07	1630	IR			U01	09/20		*	UKSK	0
	08/21/07	1626	IR			U01				APJS	0
	08/20/07	2139	BP			A05					
	07/02/07	1311	LR			A05 FILE	07/09			AA&R	

PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT

Entering an activity code on the Coded Collection History (CCH) Line of the Primary Screen (F8) will create a permanent history text line on the Collection History Inquiry Screen (F7).

<b>ZKHIS</b> CASE 000403510- HOT HEAD MATCHES FACTORY PRAIRIE FIRE KY 40000  SSN2  PMT/LTR DATE TIME AC P C RTE 08/24/07 1630 IR U01 SET HOLD TO REC 12/06 RTN 08/21/07 1626 IR U01 08/20/07 2139 BP A05 07/02/07 1311 LR A05 FILE 07/09 07/02/07 1310 IR A03 PREP RQST TO TYPE AND MAIL THE 12/06 SU RTN. 07/02/07 1309 IC B T A03 111 222 3333 TT HERBERT HOOVER, TP WHO ADVSD HE HAS NOT RCVD THE 12/06 SU RTN. HE RQST TO SEND ANOTHER COPY AND HE WILL FILE IT AS SOON AS HE GETS IT. CCDL0921 06/22/07 0955 LS A31 06/22/07 0954 IC B T A31 111 222 3333, TT HERBERT HOOVER. REQUESTED SU WORKSHEET TO COMPLETE AND RETURN. ADDRESS VERIFIED, WILL SET HOLD FOR RECIEPT. 06/19/07 1502 OC H L A27 06/26 PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT	<b>COLLECTION HISTORY INQUIRY</b> 1 FUNC UPD DISP <b>FWD</b> NEXT CASE 000403510 TEL1 RP01 111 222 3333 TEL2  PROMISE 1 09/20  PROMISE 2  EX T COLL BALANCE * UKSK 0 APJS 0 AA&R 0 * AA&R 0 V * AA&R 0 AWSM 0 * AWSM 0 * FC&K 0	<b>LPGS 09/13/07</b> HOLD DATE 09/20 STATE U01 COLL ID UOPR STATUS O OWN A
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In the Display Area, entering "TOP", "BOT", "FWD", OR "BWD", enables the user to move through the History Text screens.

FWD = forward  
 BWD = backward  
 TOP = top  
 BOT = bottom

## COLLECTION HISTORY INQUIRY

ZKHIS		COLLECTION HISTORY INQUIRY				LPGS		09/13/07	
CASE 000403510-		1 FUNC UPD DISP FWD NEXT CASE 000403510				HOLD DATE 09/20			
HOT HEAD MATCHES FACTORY						STATE U01			
PRAIRIE FIRE KY 40000		TEL1 RP01 111 222 3333				COLL ID UOPR			
SSN2		TEL2				STATUS 0 OWN A			

PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1	PROMISE 2	EX	T	COLL	BALANCE
SET HOLD TO REC 12/06 RTN	08/24/07	1630	IR			U01	09/20		*		UKSK	0
	08/21/07	1626	IR			U01					APJS	0
	08/20/07	2139	BP			A05					AA&R	0
	07/02/07	1311	LR			A05	FILE 07/09				AA&R	0
	07/02/07	1310	IR			A03			*		AA&R	0
PREP RQST TO TYPE AND MAIL THE 12/06 SU RTN.												
	07/02/07	1309	IC	B	T	A03			V	*	AA&R	0
111 222 3333 TT HERBERT HOOVER, TP WHO ADVSD HE HAS NOT RCVD THE 12/06 SU RTN. HE												
RQST TO SEND ANOTHER COPY AND HE WILL FILE IT AS SOON AS HE GETS IT.												
CCDL0921	06/22/07	0955	LS			A31					AWSM	0
	06/22/07	0954	IC	B	T	A31			*		AWSM	0
111 222 3333, TT HERBERT HOOVER. REQUESTED SU WORKSHEET TO COMPLETE AND RETURN.												
ADDRESS VERIFIED, WILL SET HOLD FOR RECIEPT.												
	06/19/07	1502	OC	H	L	A27	06/26		*		FC&K	0
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LNU 13AST 14DEM 15A/R 16PMT												

The headings here correspond with the information entered from the Coded Collection History Line from the Primary Screen (F8).

The OSCAR system permanently records the time and date of any entries into the Coded Collection History Line on the Primary Screen (F8).

1. The time and date of the entry are permanently recorded here. The time is recorded as military time, in 24 hour periods.
2. The asterisk here indicates that there is additional information recorded in the history text to go with the Coded Collection History Line.
3. The OSCAR ID of the collector who made the Coded Collection History Line entry is recorded here. A listing of the identities of the OSCAR ID's may be found in the Divcoll folder. If there is no OSCAR ID here, then the entry was created by the OSCAR system.
4. This is the case total recorded as of that day. The case total will appear to increase incrementally when viewing history text entries that are close together in dates, due to the daily increase in interest and periodic increases in penalties.

Along with the Coded Collection History Lines and additional text from OSCAR users, the OSCAR system will record transactions from a wide variety of databases connected to the specific OSCAR case.

# COLLECTION HISTORY INQUIRY

## COMMON ABBREVIATIONS

acct	accountant, account
add	address
adv	advised
agd	agreed
aj	adjustment
amt	amount
app	application
atty	attorney
bk, bkpty	bankruptcy
bkpr	bookkeeper
bus, busn	business
cb	call back
cf	conference
ck	check
cl, cld	call, called
clrd	cleared
coa	change of address
cp, corp	corporation
cr	credit
ct	coal tax
da	directory assistance
def	default
divcoll	Division of Collections
DOR	Department of Revenue
dp, d/p	down payment
dq, del	delinquency, delinquent
f/d	fast data
fn	final notice
fwd	forward
htx	history text
ia	injunction action
ic	incoming call
ind	individual
ja	jeopardy assessment
jd, jmnt	judgment
ju	journal voucher
KRC	Kentucky Revenue Cabinet
lm	left message
lmtcb	left message to call back
ln	lien
lr	letter received
ltr	letter

lut	liability under tolerance
mess	message
mfe	modernized front end
min	minimum
mo	money order
mo	month
nb	new bills
nc	income
nlt	no later than
noa	notice of assessment
oc	outgoing call
pa	payment agreement
pd	paid
pen	penalty
ph	phone
pif	paid in full
pls	please
ppark	Perimeter Park
prev	previous
proc	process, processed
pw, pwvr	penalty waiver
py, pyt, pmt	payment
rec'd, rcvd	received
req'd	requested, required
res	residence
ret, rtn	return
rets, rtns	returns
rev'd	reviewed
rlsd	released
rp	responsible party
rt, rte	route
rtd, rtnd	returned
sofc	statement of financial condition
sol	statute of limits
spvr	supervisor
su	sales and use
tp	taxpayer
tpsc	taxpayer service center
tt	talked to or type tax
wh	withholding
wk	week
xref	cross reference

These are some of the abbreviations commonly found in the OSCAR history text. The use of abbreviations is not required, but OSCAR users make frequent use of abbreviations and sometimes create their own or use variations of the ones listed above.

## COLLECTION HISTORY INQUIRY

These are also some of the possible abbreviations that may be found in the History Text.

Administrative	ADM
Administrator	ADM
Administration	ADMN
Advertisement	ADV
Advertising	ADVG
Agriculture	AGRIC
Agricultural	AGRIC
America	AMER
American	AMER
Apartment	APT
Appliance	APPL
Associate	ASSOC
Associated	ASSD
Association	ASSN
Attorney	ATTY
Avenue	AVE
Bank	BK
Board	BD
Branch	BR
Broadcasting	BRDCSTING
Brother	BRO
Building	BLDG
Business	BUS
Center	CTR
Central	CENT
Chemical	CHEM
Chemistry	CHEM
Chemist	CHEM
College	COLL
Commerce	COMM
Commercial	COML
Company	CO
Conditioning	CONDITNG
Construction	CONST
Contractor	CONTR
Cooperative	COOP
Corporation	CORP
County	CO
Court	CT
Creek	CRK
Credit	CR
Delivery	DEL
Department	DEPT
Development	DEVLMT
Distiller	DISTLR
Distillery	DISTL
Distilling	DISTL
Distribution	DISTB
Distributing	DISTB
Distributor	DISTR

District	DIST
Division	DIV
Doctor	DR
Education	EDUC
Educational	EDUC
Electric	ELEC
Elizabethtown	ETOWN
Engineer	ENGR
Engineering	ENGRNG
Enterprise	ENTRPR
Estate	EST
Equipment	EQUIP
Express	EXPRS
Federal	FED
Finance	FIN
Fort	FT
Furniture	FURN
Garden	GDN
Gasoline	GAS
General	GENL
General Electric	GE
General Motors	GM
Government	GOVT
Grocery	GROC
Hardware	HDWE
Headquarters	HDQRS
Highway	HWY
Hospital	HOSP
Hotel	HTL
Implement	IMPL
Incorporated	INC
Independent	INDEP
Industrial	INDL
Industry	IND
Insurance	INS
International	INTER
Investment	INVSTMNT
Laboratory	LAB
Laundry	LDRY
Limited	LTD
Liquor	LIQ
Lumber	LBR
Machine	MACH
Machinery	MACH
Manufacturer	MFR
Manufacturing	MFG
Market	MKT
Merchandise	MDSE
Miscellaneous	MISC
Motel	MTL

Motor	MTR
Mount	MT
Mountain	MTN
National	NATL
Organization	ORG
Park	PK
Pharmacy	PHRMACY
Place	PL
Plumbing	PLBG
Production	PRODN
Publisher	PUBL
Publish	PUB
Publishing	PUB
Railroad	RR
Railway	RY
Refrigerator	REFRIGTR
Refrigerating	REFRIGTNG
Refrigeration	REFRIGTN
Restaurant	RESTR
Saint	ST
Sales	SLS
Sanitarium	SNITRM
Service	SERV
Society	SOC
Spring	SPR
Standard	STD
Station	STA
Street	ST
Supply	SUP
Supplier	SPLR
Telephone	TEL
Telegraph	TEL
Television	TV
Terrace	TERR
Tobacco	TOB
Transportation	TRANSP
United States	US
Universal	UNIV
University	UNIV
Valley	VAL
Veteran	VET
Warehouse	WHSE
Wholesale	WHLSE
Works	WKS

## COLLECTION HISTORY INQUIRY

### STATUS CHANGE CODES AND DEFINITIONS

Changes in case status are indicated in the Coded Collection History by the Status Change Activity Code, SC. The interface Subsystem transactions which created the status change are coded and displayed in the payment/letter (PMT/LTR) field as follows:

(Note: Status changes that have 'routing' in the heading of the associated history text are considered worked activity codes and will cause the case hold date to be reset even if the route-to-state does not change.)

Audit B1	Case includes an audit bill.
Crazy 8	Case includes all Crazy-8 numbers.
EW – Coal	Case includes coal tax account numbers that include unhonored checks exceeding \$1,000.
No Phone	Case does not include at least one telephone number.
MCXXXXYY	Business Mailing Address County has changed from XXX to YYY.
BCXXXXYY	Business County has changed from XXX to YYY.
Bankrupt	Account has entered into bankruptcy status. This occurs even for a dummy account. The bankruptcy information will not be created in this situation, but a Bankruptcy Status Change will be established.
Left BRS	Account has left bankruptcy status
EWP=XC=Y	Case has been changed from Early Warning Program = X to Early Warning Program = Y. X and Y are represented as blank or Y(yes) or N(no).
OWP=XC=Y	Ownership code has changed from X to Y.
SCP=XC=Y	Account status has change from X to Y.
OSSN Chg	Officer SSN has changed.
POT EW	Case includes delinquencies and/or receivables (unhonored checks only) and involves a taxpayer who normally is filing within compliances.
Not Revok	Sales tax account includes delinquencies but the account status code does not reflect a revoked status.
MULT SSN	Case includes transactions that have multiple SSN2s.
MULT Name	Case includes transactions that have multiple names (first 4 positions of Name).
SL 4.5-5.0	Case includes one or more bills which have reached a statute of limitations expiration time of 4-1/2 to 5 years.
SL > 5.0	Case includes one or more bills that have reached a statute of limitations expiration time greater than 5 years.
Type 1-0	Delinquency type has changed from 1 to 0.
RP Drop	Responsible party has been deleted by the CRIS system. This will only be displayed for responsible parties who were never responsible for the case, but were added to CRIS incorrectly.
BNA1 CHN	Business Name 1 has changed.
BNA2 CHN	Business Name 2 has changed.
BA CHN	Business Address has changed.
BMA CHN	Business Mailing Address has changed.

## COLLECTION HISTORY INQUIRY

Transfer	A status change code to alert user that an account in this case has been merged with another case.
Suspense	Bills placed into suspense 4D (Bill type will be an R5 in OSCAR).
Protest	Bills placed into protest 4C (Bill type will be an R4 in OSCAR).
New RP	New RP added to the Resp Party/Asset Seq.
RP CHN	Existing RP has been changed.
NAV Demo	New Demographics from AVIS.
RAV Demo	Revised Demographics from AVIS.
NCL Demo	New Demographics from Drivers License.
RDL Demo	Revised Demographics from Drivers License.

### Comments

Some CCH lines include summarized amounts in the Payment/Letter filed of the CCH line. The New Bill Activity (Transaction Code 320), Debit/Credit Activity (Transaction Code 300), and Return Filed Activity (Transaction Code 310) are summarized within a processing. Activity codes included are ND, NB, PY, CR, DB, VB, CO, RF, PO, and NG.

When a NB (New Bill) activity code is entered, the total of all new bills is displayed in the Payment/Letter field.

When a PY (Payment) activity code is entered, the total amount paid is displayed in the Payment/Letter field.

When a ND (New Delinquency) activity code is entered, the total number of new delinquencies added to the case is displayed.

When a VB (Void Bill) or CO (Charge-Off Bill) activity code is entered, the total amount of the bills voided or charged off is displayed in the Payment/Letter field.

When a RF (Return Filed) activity code is entered, the total amount paid on all returns filed at the time is displayed in the Payment/Letter field. If there was no payment made with the filed returns the Payment/Letter field will be blank.

When a PO (Other Payment) activity code is entered, the total amount paid on bills not under the Division of Collections control, bill types R4 and R5, is displayed in the Payment/Letter field.

When a DB (Debit Bill) activity code is entered, the amount in the Payment/Letter field represents the total amount that was debited (added) to the bills in the case at that time.

When a CR (Credit Bill) activity code is entered, the amount in the Payment/Letter field represents the total amount credited (subtracted) from the bills in the case at that time.

When a NG (No Good Check) activity code is entered, the total amount of the 'No Good Check' bills will be displayed in the Payment/Letter field. The NG activity code is always preceded by the NB activity code. the NB activity code adds the amount of the NG check to the case. The NG activity code alerts users that the taxpayer has issued a NG check and is also used for special routings depending on the case balance.

Note: There will be history text associated to each of CCH lines that will indicate the specific bills or periods involved.

When an AJ (Adjustment Requested) activity code is entered and completed the system enters the total amount of the debit or credit in the Promise 1 amount field and the number of bills adjusted in the Promise 2 field. Voids or charge-offs will not be included in either total.

## COLLECTION HISTORY INQUIRY

ZKHIS		COLLECTION HISTORY INQUIRY				LPGS		09/13/07	
CASE 000431280-		7 FUNC UPD DISP FWD NEXT CASE				000431280			
GALACTIC GLASS LLC						HOLD DATE 10/01			
BOUNDLESS		KY 40202				STATE A05			
		TEL1		666 777 8888		COLL ID APJS			
SSN2		TEL2		444 555 6666		STATUS O OWN R			

PMT/LTR	DATE	TIME	AC P C RTE	PROMISE 1	PROMISE 2	EX T	COLL	BALANCE
BA CHN	08/27/07	2048	SC A05			*		2855
STATUS CODE TAX ACCT NUM SPECIAL DATA								
BA CHN	010	000236135	LOCATION ADDRESS CHANGE					
(328)	08/27/07	2048	PY	A05		*		2855
TAX ACCT NUM	PER NOTICE	NO VALID NUM	TAX	INT	PEN/FEES	BT	PYCD	
010 000236135	5/06 103909674	007327594	0	0	328	R0	POB	
BA CHN	08/06/07	2157	SC A05			*		3174
STATUS CODE TAX ACCT NUM SPECIAL DATA								
BA CHN	010	000236135	LOCATION ADDRESS CHANGE					
328	07/31/07	2118	PY	A05		*		3172
TAX ACCT NUM	PER NOTICE	NO VALID NUM	TAX	INT	PEN/FEES	BT	PYCD	
010 000236135	5/06 103909674	007197287	239	72	17	R0	POB	
BA CHN	06/27/07	2043	SC A05			*		3485
STATUS CODE TAX ACCT NUM SPECIAL DATA								
BA CHN	010	000236135	LOCATION ADDRESS CHANGE					

PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT

Payments are recorded in the Collection History text. The amount of the payment, rounded upwards in dollars, is listed in the Pmt/Ltr field along with a PY code in the Activity Code field. In addition to the Coded Collection History Line for that payment is the account information which indicates to which bills the money was applied and how much. This is also indicated by a "POB" code at the far right end of the information group.

### Other Payment Codes for money applied to bills:

**POB** = Paid on a Bill. This is a normal payment.

**VOF** = Vendor Offset. This is money captured from private companies or individuals who work independently for a state agency and receive a check from the Finance Cabinet.

**FOF** = Federal Offset. This is money captured by the IRS from taxpayers who are scheduled to receive an Individual Income Tax refund from the Federal government.

**ROF** = Revenue Offset. This is money captured by the Department of Revenue from taxpayers who are schedule to receive an Individual Income Tax refund from the Commonwealth of Kentucky.

**CCD** = Electronic payments. This is a payment from a credit card or an electronic bank draft from the taxpayer.

# COLLECTION HISTORY INQUIRY

ZKHIS	COLLECTION HISTORY INQUIRY				LPGS	09/13/07	
CASE 000387142-	3 FUNC UPD DISP FWD NEXT CASE 000387142						
MILLARDS MAGNIFICENT MARBLES MFG					HOLD DATE	09/14	
WICHITA	40000					STATE	U01
SSN2	TEL1	333 444 5555	COLL ID UOPR				
	TEL2	777 888 9999	STATUS O OWN A				

PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1	PROMISE 2	EX	T	COLL	BALANCE		
	06/08/06	2116	DB			U08			*			2134		
TAX	ACCT NUM	PER	NOTICE	NO			TAX	INT	PEN/FEES		USER ID			
053	000387142	3/06	103770291				0	0	0		BFINAL NOT			
013	000387142	6/06	103863655				0	0	0		BFINAL NOT			
010	000218293	9/05	103769327				0	0	0		BFINAL NOT			
010	000124055	D/05	103816429				0	0	0		BFINAL NOT			
010	000124055	9/05	103769302				0	0	0		BFINAL NOT			
CEFNOSBB	06/06/06	0839	FN			U08			*			2133		
200606060839001	MILLARD	FILLMORE												
	10 06/07/06	2130	NB			U08			*			2133		
TAX	ACCT NUM	PER	NOTICE	NO	VALID NUM		TOTAL	PREV	CASE	NUMBER	USER ID			
013	000387142	06/06	103863655				10				DLANE			
DCLNFSBB	06/06/06	0838	LN			U08			*			2123		
200606060838001	MILLARD	FILLMORE												
	5 06/06/06	2047	DB			U08			*			2123		
PF:	2MEN	3OFF	4NOT	5SEC	6DEL	7HIS	8PRI	9HTX	10NXT	11LKU	13AST	14DEM	15A/R	16PMT

When a "Final Notice Before Seizure" letter is issued through the OSCAR system, the bills which have been selected to go with the letter will be listed in the History text a few days later. The caption "BFINAL NOT", indicates that these bills have been selected with a "Final Notice before Seizure" letter.

ZKHIS	COLLECTION HISTORY INQUIRY				LPGS	09/13/07	
CASE 000387142-	3 FUNC UPD DISP FWD NEXT CASE 000387142						
MILLARDS MAGNIFICENT MARBLES MFG					HOLD DATE	09/14	
WICHITA	40000					STATE	U01
SSN2	TEL1	333 444 5555	COLL ID UOPR				
	TEL2	777 888 9999	STATUS O OWN A				

PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1	PROMISE 2	EX	T	COLL	BALANCE		
653	11/15/06	2041	PY			U35			*			1791		
010	000218293	9/05	103769327			005981255	500	35			98 R0	POB		
	10/13/06	2139	DB			U35			*			2426		
TAX	ACCT NUM	PER	NOTICE	NO			TAX	INT	PEN/FEES		USER ID			
053	000387142	3/06	103770291				0	0	0		BLEVY			
013	000387142	6/06	103863655				0	0	0		BLEVY			
010	000218293	9/05	103769327				0	0	0		BLEVY			
010	000124055	D/05	103816429				0	0	0		BLEVY			
010	000124055	9/05	103769302				0	0	0		BLEVY			
CELVBSBB	10/12/06	1318	LV			U35			*	UM#S		2439		
200610121318001	MILLARD	FILLMORE												
CELVBSBB	10/12/06	1318	LV			U35			*	UM#S		2439		
TYPE 1-0	10/09/06	2209	SC			U08			*			2424		
STATUS CODE TAX ACCT NUM SPECIAL DATA														
TYPE 1-0 010 000124055 PER: 6/06														
PF:	2MEN	3OFF	4NOT	5SEC	6DEL	7HIS	8PRI	9HTX	10NXT	11LKU	13AST	14DEM	15A/R	16PMT

When tax bills have been selected to accompany a levy, those bills will be listed in the History text a few days later with the indicator of "BLEVY" at the far right of the information group.

# COLLECTION HISTORY INQUIRY

ZKHIS		COLLECTION HISTORY INQUIRY				LPGS		09/13/07	
CASE 000481483-		6 FUNC UPD DISP FWD NEXT CASE 000481483				HOLD DATE 10/10			
CREATIVE MUTATIONS DEVELOPMENT CORP						STATE 041			
VIENNA		KY 40000				COLL ID ONAU			
SSN2		TEL1		333 444 5555		STATUS N OWN H			
		TEL2		999 888 7777					

PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1	PROMISE 2	EX	T	COLL	BALANCE
	07/11/06	2137	RF			O31				*		7244
010	000255893					3/05	005288285	150		0		12
010	000255893					1/06	005288293	201		0		32
010	000255893					0/05	005288290	220		0		62
010	000255893					N/05	005288295	192		0		0
010	000255893					D/05	005288294	546		0		0

TAX	ACCT NUM	PER	NOTICE NO	TAX	INT	PEN/FEES	USER ID
002	000251531	8/05	103685253	0	0	0	BIRSOFFSET
002	000251531	7/05	103685252	0	0	0	BIRSOFFSET
002	000251531	6/05	103685251	0	0	0	BIRSOFFSET
002	000251531	5/05	103685250	0	0	0	BIRSOFFSET
002	000251531	4/05	103685249	0	0	0	BIRSOFFSET
002	000251531	3/05	103685248	0	0	0	BIRSOFFSET

TYPE 1-0		07/07/06		2331 SC		O31				*		7242	
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT													

Sixty days after the issuance of a "Final Notice before Seizure" letter, the bills that have been selected for the final notice will be ready for a federal refund offset. This is indicated in the history text, by the designation of "BIRSOFFSET".

ZKHIS		COLLECTION HISTORY INQUIRY				LPGS		09/13/07	
CASE 000481483-		6 FUNC UPD DISP FWD NEXT CASE 000481483				HOLD DATE 10/10			
CREATIVE MUTATIONS DEVELOPMENT CORP						STATE 041			
VIENNA		KY 40000				COLL ID ONAU			
SSN2		TEL1		333 444 5555		STATUS N OWN H			
		TEL2		999 888 7777					

PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1	PROMISE 2	EX	T	COLL	BALANCE
8515	02/03/06	2058	DB			O41				*		26570
002	000251531	4/05	103685249				0	21		675	DFIDO UPDT	
002	000251531	8/05	103685253				0	21		675	DFIDO UPDT	
002	000251531	7/05	103685252				0	21		675	DFIDO UPDT	
002	000251531	5/05	103685250				0	21		675	DFIDO UPDT	
002	000251531	3/05	103685248				0	21		675	DFIDO UPDT	
002	000251531	8/05	103685253				0	0		250	DFIDO UPDT	
002	000251531	7/05	103685252				0	0		250	DFIDO UPDT	
002	000251531	6/05	103685251				0	0		250	DFIDO UPDT	
002	000251531	5/05	103685250				0	0		250	DFIDO UPDT	
002	000251531	4/05	103685249				0	0		250	DFIDO UPDT	
002	000251531	3/05	103685248				0	0		250	DFIDO UPDT	

02/02/06		1103 UF		O41						*		OALT 34845	
RECEIVED FINAL NOTICE DOC 200601171324001 SIGNED BY C S R													
01/24/06		1117 IC O T		O41		02/10				*		OWEW 34466	
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT													

A taxpayer has 45 days in which to file a written protest of an original "Notice of Tax Due". Once the 45 day protest period has expired, a 25% "Cost of Collection Fee" is added to the bill. This will be 25% of the net tax of the bill at the time the "Cost of Collection Fee" is added. The addition of the 25% "Cost of Collection Fee" is reflected in the history text by the designation of "DFIDO UPDT".

## COLLECTION HISTORY INQUIRY

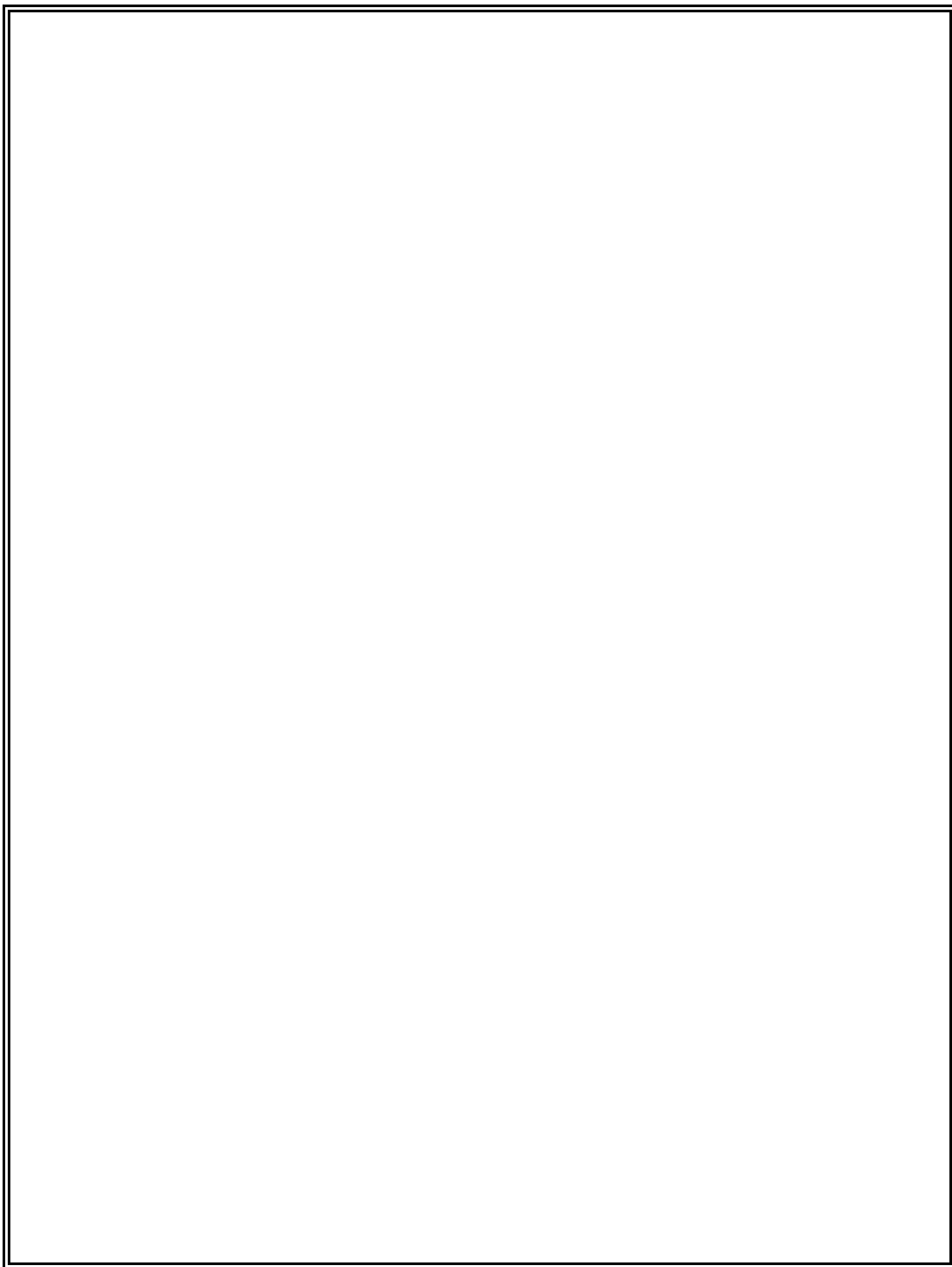
ZKHIS	COLLECTION HISTORY INQUIRY	LPGS	09/13/07
CASE 000394250-	5 FUNC UPD DISP FWD NEXT CASE	000394250	
MOUNTAIN MOVING MACHINES CO INC		HOLD DATE 10/02	
PIKES PEAK KY 40000		STATE L05	
	TEL1 BUS 999 888 7777	COLL ID LA*C	
SSN2	TEL2	STATUS O OWN H	

PMT/LTR	DATE	TIME	AC P C RTE	PROMISE 1	PROMISE 2	EX T	COLL	BALANCE
	96 03/12/07	2107	DB L03			*		171531
002	000218547	7/06	104086794	0	19		0 ACLEVINGER	
	03/12/07	1727	UL L03				LA*C	166807
	03/12/07	1704	UL L03				LA*C	166807
	03/12/07	1703	UL L03				LA*C	166807
	03/12/07	1638	UL L03				LA*C	166807
CLLEGAL1	03/12/07	1457	LS L03				LA*C	166807
CLEARTAX	03/12/07	1306	LS L03				LA*C	166807
CAJABILL	03/12/07	0927	LS L03	04/05			LA*C	182074
	03/12/07	0849	AJ L03			*	LA*C	182074
VOIDED OFF DUPLICATE JA'S BILLS TAXPAYER FILED AND PAID RETURNS.								
	03/09/07	1132	IR L03				LA*C	182006
	1 03/01/07	2242	ND L05			*		180310
TAX	ACCT NUM	PER START	PER END	PREV CASE NUMBER				
002	000218547	0000	0611					
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT								

To produce a correspondence an eight character letter code is entered in the payment/letter field on the OSCAR Primary screen with the appropriate corresponding activity code. Some letter codes do not create a correspondence, but are simply used as a marker in the history text to designate that a certain action has taken place.

There are over 700 letter codes available for use in the OSCAR system. A complete listing of OSCAR letter codes can be found in the DIVCOLL folder.



# **PRIMARY COLLECTION DATA DISPLAY F8**

## PRIMARY COLLECTION DATA DISPLAY

The diagram shows a screenshot of the 'PRIMARY COLLECTION DATA DISPLAY' screen. Numbered callouts point to the following fields:

- 1** points to the 'CASE' field (000350794).
- 2** points to the 'NEXT CASE' field (000350794).
- 3** points to the 'FUNCTION' field (UPD).
- 4** points to the 'DISP' field (PRI).
- 5** points to the 'LIEN' field (Y).

**Screen Content:**

```

ZKPRI
CASE 000350794-
5 P C INC DBA THE PERFECT
PLASTIC PARCHEESI PLAYING
PIECES CO
111 GAMEPLAYER SQUARE
VALID
ADD
099
KY 40000
TEL1 BUS 123 456 7890
TEL2 098 765 4321
PRESIDENTIAL
KY 40000
LV MNT
MSC AST
BT SST
HOLD DATE 08/22
STATE 015
COLL ID 03#C
STATUS 0 OWN D
SSN2
TOTAL DUE 6197.46
NET TAX DUE 3600.00
TOTAL INTEREST 294.42
TOTAL FEES 900.00
TOTAL PENALTY 1403.04
TT 002
P D06,N06,*
L 6144.36
D 307,207,*
I/P DT 09/28/07 ADM: 0.00 LN: 0.00 JA: 5 DEL: 6 FA EX: 11/05/03

PMT/LTR DATE TIME AC P C RTE PROMISE 1 PROMISE 2 EX T COLL BALANCE
09/13/07 1624 LPGS 6197
09/12/07 1519 IR 015 OTLG 6196
84 09/11/07 2023 NB 015 * 6185
09/10/07 1505 IR 015 OTLG 6195
09/07/07 0944 IR 015 OTLG

PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT
    
```

1. **CASE & NEXT CASE:** Both of these fields display the OSCAR case number for the case being viewed. There is no difference between these two fields. Also, entering a new case number in the Next Case field will not effect a change in the case being viewed. New case numbers must be entered in the Main Menu screen for this effect.
2. **CHECK DIGIT:** If the case number is based on a CRIS number, the check digit for that CRIS number will appear here.
3. **FUNCTION:** The drop-down box for the Function Area reveals three options: Update, Inquiry, and Lookup. None of these options may be inserted here. A change in function must be entered on the Main Menu screen.
4. **DISPLAY:**
  - a. FWD, TOP, BOT = These commands are linked to the four lines of Coded Collection History located at the bottom of the page.
  - b. CAS = CAR Case Summary. Entering this display code will open summary sheets of tax, interest, penalties, and credits for each type tax.
  - c. FIN, LIE, LEV. These entries are used to view information in the Update Final Notice, Update Lien, and Update Levy screens for cases that are inactive.
  - d. APC = Cars Bill Approval  
APM = Cars Maintenance Approval  
These commands can only be used by those with supervisor capabilities and are used to review the approval requests for maintenance of tax bills.
5. **LIEN:** A "Y" in this field indicates that a lien has been filed in this case. When all liens have been released, this field will be populated with an "N". If no liens have been filed, this field will be empty.

## PRIMARY COLLECTION DATA DISPLAY

ZKPRI CASE 000350794- 5 P C INC DBA THE PERFECT PLASTIC PARCHEESI PLAYING PIECES CO III GAMEPLAYER SQUARE PARCHEESI TOTAL DUE 6197.46 TT 002 P D06,N06,* L 6144.36 D 307,207,* I/P DT 09/28/07 ADM:	PRIMARY COLLECTION DATA 4 FUNC UPD DISP PRI NEXT CASE 000350794 MAIL LIEN (Y/N) Y C/O RUTHERFORD B HAYES P O BOX 1111 ADD PRESIDENTIAL TEL1 BUS 123 456 7890 TEL2 098 765 4321 TOTAL INTEREST 294.42 KY 40000 099 010 0.00 307,D06 0.00 LN:	LPGS 09/13/07 HOLD DATE 08/22 STATE 015 COLL ID 03#C STATUS 0 OWN D SSN2 LV MNT MSC AST BT SST TOTAL FEES 900.00 TOTAL PENALTY 1403.04 EX T COLL BALANCE 84 09/13/07 1624 09/12/07 1519 IR 015 09/11/07 2023 NB 015 09/10/07 1505 IR 015 09/07/07 0944 IR 015 PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT
---	--	--

6. NAME: There are three lines of name information available. The name information may be changed on the OSCAR Primary Display by typing over the old information and entering an activity code in the Activity segment. However, the name must be changed on the CRIS Maintenance Screens for each type tax in the KYIMS system in order to be permanent.
7. HOLD DATE: The date on which this case will appear in the worklist. This date is usually set by the collector. A hold date cannot be set for more than six months in most functional areas. The hold date can be set while using most activity codes.
8. STATE: This is the functional area, routing code, or worklist mode for this OSCAR case. A listing of these codes may be found in the Divcoll folder. These states normally describe the action awaiting to be done on this case.
9. STATUS: There are six possible status labels for a case.
  - a. **B = Bankruptcy:** The taxpayer is in bankruptcy. All collection action must stop. No liens, levies, final notices, or payment agreements may be issued as long as the taxpayer is in bankruptcy. However, original notices, rebilling notices, officer assessments, and audits may be issued to the taxpayer.
  - b. **I = Individual:** This is an Individual Income tax case.
  - c. **N = Non-operating:** Generally means the business is closed. When all tax numbers are cancelled, this designation will appear. However, in the case of out-of-state businesses, the corporation may still be active even though all the numbers are cancelled.
  - d. **O = Operating:** This should be an active business. If all of the tax numbers are not cancelled, the case will still appear active.
  - e. **P = Property:** This is a property tax case
  - f. **X = Unknown:** This business entity type is not known. This is often encountered with cases that consist of miscellaneous taxes alone.

## PRIMARY COLLECTION DATA DISPLAY

ZKPRI		PRIMARY COLLECTION DATA				LPGS		09/13/07	
CASE 000350794-		4		FUNC UPD DISP PRI NEXT CASE		000350794			
5 P C INC DBA THE PERFECT		MAIL		LIEN (Y/N) Y		HOLD DATE 08/22			
PLASTIC PARCHEESI PLAYING		C/O RUTHERFORD B HAYES		VALID		STATE 015			
PIECES CO		P O BOX 1111		ADD		COLL ID 03#C			
111 GAMEPLAYER SQUARE		VALID		099		STATUS 0 OWN D			
		ADD		PRESIDENTIAL		SSN2 111-22-3333		(11)	
		099		KY 40000		LV			
PARCHEESI		KY 40000		TEL1 BUS 123 456 7890		MNT			
TOTAL DUE		NET TAX DUE		TOTAL INTEREST		TOTAL FEES		TOTAL PENALTY	
6197.46		3600.00		294.42		900.00		1403.04	
TT 002		005		010					
P D06,N06,*		D04,D03							
L 6144.36		53.10		0.00					
D 307,207,*		307,D06							
I/P DT 09/28/07 ADM:		0.00 LN:		0.00 JA:		5 DEL:		6 FA EX: 11/05/03	
PMT/LTR		DATE		TIME AC P C RTE		PROMISE 1		PROMISE 2	
		09/13/07		1624				EX T COLL BALANCE	
		09/12/07		1519 IR		015		LPGS 6197	
84		09/11/07		2023 NB		015		OTLG 6196	
		09/10/07		1505 IR		015		* 6185	
		09/07/07		0944 IR		015		OTLG 6195	
								OTLG	
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT									

10. TEL1 & TEL2: These are the telephone contact numbers for the taxpayer. These numbers can be easily changed by the collector on the Primary Display Screen by typing over the old number and entering an activity code in the Activity segment. Telephone numbers populated by the system will show the account number for the originating database. An explanation for any changes on the Primary Display Screen or the tax databases should be recorded in the History Text.

These are the Telephone Source Codes:

TELEPHONE SOURCE CODES			
ACCT	Accountant	POA	Power of Attorney
ASRV	Answering Service	PSRV	Payroll Service
ATTY	Attorney	REL	Relative
BUS	Business Location	RES	Residence
CELL	Cell Phone	RPXX	Responsible Party (from PF13 ##)
EMP	Employer	SL	Search Link
EXEC	Executor/Executrix	SP	Responsible Party's Spouse
FAX	Fax Number	XSP	Ex-Spouse
OTHR	Other	XXXB	Location Address (from Acct ##)
PAGE	Pager Number	XXXM	Mailing Address (from Acct ##)

11. COLLECTOR ID: Every Revenue employee with access to OSCAR has a collector ID which consists of his or her three initials from their name preceded by the initial of their functional area. The list of collector id's may be accessed by pressing the nearby question mark.
12. SSN2: This is the social security number of the spouse in an Individual Income Tax case. This may be entered manually here by a collector or may be populated by the system from the scannable labels for Individual Income Tax returns. A review of the tax bills in CARS and the Individual Income Tax database may be required to determine which bills the spouse is liable for.

## PRIMARY COLLECTION DATA DISPLAY

ZKPRI		PRIMARY COLLECTION DATA				LPGS		09/26/07	
CASE 000394250-		5		FUNC	UPD	DISP	PRI	NEXT	CASE 000394250
REMBRANDTS RENAISSANCE		MAIL		LIEN (Y/N)		Y		HOLD DATE 10/25	
REPRODUCTIONS CO INC		1111		ARTISTIC		WAY		VALID	
111 ARTISTIC WAY		VALID		NEW AMSTERDAM		KY 40000		STATE L05	
		ADD		TEL1 BUS 333 222		1111		COLL ID LA*C	
		200		TEL2				STATUS O OWN H	
NEW AMSTERDAM		KY 40000		MNT		LV		NOT MSC AST	
TOTAL DUE		NET TAX DUE		TOTAL INTEREST		TOTAL FEES		TOTAL PENALTY	
148452.82		83673.92		13999.11		20918.52		29861.27	
TT	002	010							
P		707,607,*							
L	0.00	148452.82							
D	507	507							
I/P DT 10/11/07 ADM: 0.00 LN: 0.00 JA: 0 DEL: 2 FA EX: 05/16/05									
VAN DYKE WILL COME IN FOR A CONFERENCE AT 1:00 ON 1/1/2010									
PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1	PROMISE 2	EX T COLL BALANCE
	09/26/07	1528							LPGS 148452
	09/26/07	1345	LR	B	T	L05			* LA*C 148452
CLEARTAX	09/26/07	1344	LS			L05			* LA*C 148452
	09/26/07	1333	LR	B	T	L05	10/25		* LA*C 148452
	1 09/25/07	2030	ND			L05			* 1
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT									

13. OWNERSHIP: This designation gives the description of the type of business. These codes are derived from the CRIS database.

OWNERSHIP CODES					
A	Individual	K	Association	T	LLC - taxed as sole proprietor
B	Partnership	L	Other	U	Limited Liability Partnership
C	Limited Partnership	M	Ownership Missing	V	LLC-disregard -taxed as corp
D	Corporation	N	nonprofit	W	LLC-disregard -taxed as part
E	Joint Venture	O	estate	X	LLC-disregard -taxed as s-corp
F	Governmental	P	Trust	1	Regulated Investment Company
G	Business Development Corp	Q	LLC - taxed as corp	2	Real Estate Mortgage Invest Co
H	S Corporation	R	LLC - taxed as part	3	Financial Asset Secutitization
J	Real Estate Investment Trust	S	LLC - taxed as S-corp		Investment Trust

14. SST (STREAMLINED SALES TAX): An asterisk (\*) here indicates this taxpayer has a streamlined sales tax number.

15. BT (BILL TYPES): An asterisk (\*) here indicates that there are additional bills under the OSCAR bill types of R4, R5, and R7. The totals for these bills will not be reflected in the case totals on the Primary Screen.

16. LEVY MATCH: When the designation of "LV" is present, it indicates there is IRS asset information available. Only one employee in the Collections Division is given access to this information from the IRS. After all other collection action is exhausted, this case may be referred to a review state to consider using the IRS asset information for levy action.

## PRIMARY COLLECTION DATA DISPLAY

ZKPRI		PRIMARY COLLECTION DATA				LPGS 09/26/07	
CASE 000394250-		5 FUNC UPD DISP		PRI NEXT CASE 000394250		HOLD DATE 10/25	
REMBRANDTS RENAISSANCE		MAIL LIEN (Y/N) Y		VALID STATE L05		COLL ID LA*C	
REPRODUCTIONS CO INC		1111 ARTISTIC WAY		ADD 200		STATUS O OWN H	
111 ARTISTIC WAY		VALID ADD 200		NEW AMSTERDAM KY 40000		SSN2	
NEW AMSTERDAM		TEL1 BUS 333 222 1111		LV MNT		NOT MSC AST	
TOTAL DUE 148452.82		NET TAX DUE 83673.92		TOTAL INTEREST 13999.11		TOTAL FEES 20918.52	
TT 002		010				TOTAL PENALTY 29861.27	
P 707,607.*							
L 0.00		148452.82					
D 507		507					
T/P DT 10/11/07 ADM: 0.00 LN: 0.00 JA: 0 DEL: 2 FA EX: 05/16/05							
VAN DYKE WILL COME IN FOR A CONFERENCE AT 1:00 ON 1/1/2010							
PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1
	09/26/07	1528					PROMISE 2
	09/26/07	1345	LR	B	T	L05	EX T
CLEARTAX	09/26/07	1344	LS			L05	COLL
	09/26/07	1333	LR	B	T	L05	148452
	10/25						* LA*C
	09/25/07	2030	ND			L05	* LA*C
							148452
							* 1
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT							

17. INDICATORS: This area may be populated with the following items:

- NOT: There is information on the Collection Notes Display (F4).
- MSC: A credit report has been requested through the OSCAR system (F5).
- AST: Bank or employer information is listed on the Responsible Party/Taxpayer Asset Display (F13).
- MNT: There is a maintenance pending on a tax bill or a maintenance on a tax bill is awaiting approval. An indication of who created the maintenance and their phone number is on the View Alert Display (F20).
- CONV: There are bills in this case that existed before the Civil Uniform Penalty Code went into effect in 1992, and the bills have been converted to conform to the Code.

18. PRIMARY NOTE LINE: This is one line of information entered by the collector at his or her discretion and can be written over anytime by any user with the entry of most activity codes. A date should be entered with the note so its age can be easily determined by the next viewer for relevance.

## PRIMARY COLLECTION DATA DISPLAY

ZKPRI		PRIMARY COLLECTION DATA				LPGS		09/26/07	
CASE 000394250-		5 FUNC UPD DISP		PRI NEXT CASE		000394250			
REMBRANDTS RENAISSANCE		MAIL LIEN (Y/N)		Y		HOLD DATE		10/25	
REPRODUCTIONS CO INC		1111 ARTISTIC WAY				VALID ADD 200		STATE L05	
1111 ARTISTIC WAY		VALID ADD 200		NEW AMSTERDAM TEL1 BUS 333 222 1111		KY 40000		SSN2	
NEW AMSTERDAM		KY 40000		LV MNT		NOT MISC		AST BT * SST	
TOTAL DUE 148452.82		NET TAX DUE 83673.92		TOTAL INTEREST 13999.11		TOTAL FEES 20918.52		TOTAL PENALTY 29861.27	
TT 002		010		707,607,*		148452.82		0.00	
P		D 507		I/P DT 10/11/07		ADM:		0.00 LN: 0.00 JA: 0 DEL: 2 FA EX: 05/16/05	
D 507		507		I/P DT 10/11/07		ADM:		0.00 LN: 0.00 JA: 0 DEL: 2 FA EX: 05/16/05	

PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1	PROMISE 2	EX	T	COLL	BALANCE
	09/26/07	1528									LPGS	148452
	09/26/07	1345	LR	B	T	L05			*		LA*C	148452
CLEAR TAX	09/26/07	1344	LS			L05			*		LA*C	148452
	09/26/07	1333	LR	B	T	L05	10/25		*		LA*C	148452
	1 09/25/07	2030	ND			L05			*			1

PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT

**CODED COLLECTION HISTORY LINE:** This is the area of major input by the user. All basic activity on a case is entered here in the various fields and is recorded permanently in the history text of the case.

19. **PMT/LTR (PAYMENT/LETTER):** A user may enter a letter code in this field with the appropriate activity code to create a letter or document through the OSCAR system. Some of the letter codes do not produce a document, but merely create a marker within the history text of the case to indicate that an action has taken place. There are presently over seven hundred (700) letter codes within the OSCAR system. A complete listing of the letter codes with a brief description may be found in the DIVCOLL folder. Also, an OSCAR Collector ID may be placed here to create a secondary assignment to that collector.

20. **ACTIVITY CODES:** A two-digit activity code may be entered in this field by the user to record or initiate an action within a case. Many of these activity codes are system entered.

AC COLUMN = ACTIVITY CODES					
AA	Adjustment Approved	IT	Inactive Transaction	RF	Return Filed
AJ	Adjustment Request	JA	Jeopardy Assessment	RL	Release Lien
BP	Broken Promise	LN	Lien Sent	RR	Route for Review
CD	Cleared Delinquency	LR	Letter Received	RV	Release Levy
CE	Continued Entry	LS	Letter Sent	SA	Secondary Assignment
CF	Conference	LV	Levy Sent	SC	Status Change
CL	Cancel Letter	MR	Miscellaneous Received	SI	Sent to Inactive
CR	Credit Bill	MS	Manual Case Setup	SO	Secondary Outgoing Call
CO	Charge Off Bill	NB	New Bill	SP	State Processor Action
DB	Debit Bill	ND	New Delinquency	SR	Skip Research
DE	Dummy Entry	NG	No Good Check Trans	TR	Case Transfer
EN	Entered Oscar	NN	No Good Check Detail	TS	Time Schedule
FN	Final Notice Sent	OC	Outgoing Call	UF	Update Final Notice
FR	Return/Folder Received	PO	Other Payment Received	UL	Update Lien
HR	Hearing	PY	Payment Received	UV	Update Levy
IC	Incoming Call	RC	Reproduced Correspondence	VB	Void Bill
IR	Information Received	RD	Reviewed		

## PRIMARY COLLECTION DATA DISPLAY

ZKPRI		PRIMARY COLLECTION DATA				LPGS 09/27/07	
CASE 000625947-		7	FUNC	UPD	DISP	PRI	NEXT CASE 000625947
NUCLEAR ROCK BLASTERS		MAIL LIEN (Y/N) Y				HOLD DATE 10/18	
SUPPLY CO		C/O BORIS YELTSIN				VALID STATE Q01	
		P O BOX 999				ADD COLL ID QDRH	
777 BLASTERS BLVD		VALID				200 STATUS N OWN A	
		ADD 200				SSN2	
DYNAMITE		NEW NOVGOROD				LV	
TOTAL DUE		TEL1 RP01 444 555 6666				AST	
49598.87		TEL2 BUS 555 666 7777				BT SST	
NET TAX DUE		TOTAL INTEREST				TOTAL FEES	
23362.04		14372.51				5840.55	
TT 002						TOTAL PENALTY	
P 207,N06,*						6023.77	
L 5440.00							
D 44158.87							
I/P DT 10/12/07 ADM:		0.00 LN:		0.00 JA:		0 DEL: 0 FA EX: 08/31/07	
BORIS HAS THE BOMB							
PMT/LTR		DATE		TIME AC		P C RTE	
		09/27/07		0850		PROMISE 1	
		09/17/07		1439 DE		PROMISE 2	
		09/17/07		1426 IC 0 0		EX T COLL BALANCE	
		09/15/07		1224 OC 0 0		LPGS 49598	
		21 09/11/07		2024 NB		* QDRH 49471	
				Q01		* QDRH 49547	
						* QDRH 49537	
						*	
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT							

21. PLACE CODES: A single-digit place code may be entered in this field by the user to identify the location or place associated with the activity code. Also, a group of review codes may be entered here by the OSCAR system or a supervisor.

P COLUMN							
PLACE OF CONTACT				REVIEW			
B	Business/Employment		L	Legal		A	Outside Division
E	Financial Institution		M	Closure		C	Charge Off
F	Criminal Referral		N	Neighbor		D	Deceased
G	Bankruptcy Court		O	Other		R	Seizure/Execution
H	Home		P	Post Office		T	Skip Trace
I	Information/Operator		Q	Outside Agency		V	Taxpayer Service Ctr
J	Secondary Business		S	Bankrupt		X	Promise
K	Bank		Y	Secondary Home			

22. CONTACT CODES: A single-digit contact code may be entered in this field by the user to identify the party or individuals associated with the activity code. Also, a group of review codes may be entered here by the OSCAR system or a supervisor.

C COLUMN							
PARTY CONTACTED						REVIEW	
A	Attorney		N	No Answer		A	Approved
B	Busy		O	Other		D	Denied
C	Acct/Bookkeeper/CPA		P	Executor/Administrator			
E	No Longer Employed Here		R	Relative/Roommate			
F	Friend/Neighbor		S	Spouse - not RP			
I	Disconnected/Incomplete		T	Taxpayer			
L	Left Message to Call		Y	Secondary TP (spouse) RP			
M	Employer						

## PRIMARY COLLECTION DATA DISPLAY

```

ZKPRI          PRIMARY COLLECTION DATA          LPGS          09/27/07
CASE 000625947- 7  FUNC  UPD  DISP  PRI  NEXT CASE 000625947
NUCLEAR ROCK BLASTERS      MAIL      LIEN (Y/N) Y      HOLD DATE 10/18
SUPPLY CO                  C/O BORIS YELTSIN      STATE Q01
                          P O BOX 999      ADD 200      COLL ID QDRH
                          VALID          200      STATUS N OWN A
777 BLASTERS BLVD      VALID          ADD 200      SSN2
DYNAMITE      KY 40000      NEW NOVGOROD      KY 40000      LV      AST
TOTAL DUE      NET TAX DUE      TEL1 RP01 444 555 6666      BT      SST
49598.87      23362.04      TEL2 BUS 555 666 7777      TOTAL FEES      TOTAL PENALTY
5440.00      44158.87      14372.51      5840.55      6023.77
TT 002      010
P 207,N06,*      D97
L      5440.00      44158.87
D
I/P DT 10/12/07 ADM:      0.00 LN:      0.00 JA:      0      DEL:      0 FA EX: 08/31/07
BORIS HAS THE BOMB
PMT/LTR      DATE      TIME AC P C      RTE      PROMISE 1      PROMISE 2      EX T COLL BALANCE
09/27/07 0850      Q01      LPGS 49598
09/17/07 1439 DE      Q01      * QDRH 49471
09/17/07 1426 IC O O      Q01      * QDRH 49547
09/15/07 1224 OC O O      Q01      * QDRH 49537
21 09/11/07 2024 NB      Q01      *
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT
  
```

23. RTE (ROUTING CODES): Also, labelled as "State", "Functional Area", or "Worklist Mode". The Routing Code identifies the next step in the collection process for the case. Once an activity has been accomplished in a case, the collector, usually, must change the Routing Code in order to move the case into a Work List Group for performing the next action on the case. A complete list of Routing Codes may be found in the Divcoll Folder.
24. PROMISE 1/PROMISE 2: These fields may be populated with dollar amounts to set up payment agreements for taxpayers. The Promise 1 field can also be populated for setting a time schedule and for cancelling correspondence requests.

Below is an example of a long-term promise:

Pmt/Ltr	Activity	Place	Contact	Rte	Prom1/Time	Hold	Prom2	Hold	Ex
	IC	H	T	H05	100	3/15	100	LT/15	

The first payment is entered into the Prom1 field and the next payment in the Prom 2 field. If the taxpayer is entering a payment agreement, the amount in the Prom2 field represents the amount for all subsequent promised payments. Long-term payments are set by entering "LT" and the day of the month for all subsequent payments.

Below is an example of a time schedule:

Pmt/Ltr	Activity	Place	Contact	Rte	Prom1/Time	Hold	Prom2	Hold	Ex
	TS			H05	1400				

Simply entering an "TS" activity code with the military time for the case to reappear entered in the Prom1/Time field, will cause this case to reappear at that time on the same day while in the same worklist mode.

## PRIMARY COLLECTION DATA DISPLAY

ZKPRI		PRIMARY COLLECTION DATA				LPGS		09/27/07	
CASE 000625947-		7 FUNC		UPD	DISP	PRI	NEXT	CASE 000625947	
NUCLEAR ROCK BLASTERS		MAIL		LIEN (Y/N)		Y		HOLD DATE 10/18	
SUPPLY CO		C/O BORIS YELTSIN		VALID		ADD		STATE Q01	
777 BLASTERS BLVD		P O BOX 999		200		200		COLL ID QDRH	
VALID		NEW NOVGOROD		KY 40000		LV		STATUS N OWN A	
ADD		TEL1 RP01 444 555 6666		6666		6666		SSN2	
200		TEL2 BUS 555 666 7777		7777		7777		AST	
DYNAMITE		KY 40000		TOTAL INTEREST		TOTAL FEES		TOTAL PENALTY	
TOTAL DUE		NET TAX DUE		14372.51		5840.55		6023.77	
49598.87		23362.04							
TT 002		010							
P 207,N06,*		D97							
L 5440.00		44158.87							
D									
I/P DT 10/12/07		ADM: 0.00		LN: 0.00		JA: 0		DEL: 0	
BORIS HAS THE BOMB								FA EX: 08/31/07	
PMT/LTR		DATE		TIME		AC		P C RTE	
		09/27/07		0850				PROMISE 1	
		09/17/07		1439		DE		PROMISE 2	
		09/17/07		1426		IC O O		EX	
		09/15/07		1224		OC O O		T	
		21 09/11/07		2024		NB		COLL	
								BALANCE	
								LPGS 49598	
								* QDRH 49471	
								* QDRH 49547	
								* QDRH 49537	
								* *	
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT									

Below is an example of a cancellation of correspondence:

Pmt/Ltr	Date	Time	AC	P	C	Rte	Prom1/Time/Hold	Promise 2	Ex	T	Coll	Balance
CEFN0223	01/01/07	1432	CL			O05	1430001			*	OZZZ	1000000
CEFN0223	01/01/07	1430	FN	B	T	O05				*	OZZZ	1000000

It is possible to cancel a correspondence and prevent the creation of the document as long as it is entered into the OSCAR system the same day as the request to create the document was entered. "CL" is entered into the activity code field with the same letter code used to create the document. In the "Prom1/Time/Hold" field it is necessary to enter the time, in military time, the hour and minute the document was created, with "001".

25. HOLD: The fields after the "Prom1" and "Prom2" fields, enable the collector to enter the hold dates for payment agreements and for setting the date for the case to reappear in the next work list mode after an action has been taken on a case. Populating the first hold date field by itself will set a hold date for viewing the case again in the same work list mode. Hold dates can be set using almost any activity code. And hold dates are always in a two-digit month and two-digit day group, and cannot be set longer than six months into the future.

26. EX (EXCUSE CODES): This field is used to give additional information concerning a taxpayer's case. The "?" below this field will open the list of excuse codes available for a user.

EX Column - Excuse Codes			
D	Taxpayer Disputes Amount	P	Personal Visit
G	Taxpayer Deceased	Q	No Money
I	Illness/Death in the family	U	Unemployed
O	Officer Address Verification	V	Verified Address

The primary uses of this field are as follows:

- When requesting correspondence for which no actual document is required or wanted, the collector must enter "N" in the excuse code field along with the letter code and activity code.
- A "V" should be entered in the excuse code field when the collector has verified the address of the taxpayer over the phone.

## PRIMARY COLLECTION DATA DISPLAY

ZKPRI CASE 000383132- BAGPIPES & BUBBLEGUM BLOWERS ASSOC		PRIMARY COLLECTION DATA		LPGS 09/27/07																																																																															
		8 FUNC UPD DISP PRI NEXT CASE 000383132		HOLD DATE 08/28																																																																															
		MAIL LIEN (Y/N) Y		STATE 017																																																																															
4444 HIGHLANDS RD		C/O MICHAEL MACKENNA		COLL ID 0J#C																																																																															
WATERLOO KY 40000		P O BOX 4444		STATUS 0 OWN H																																																																															
		EDINBURG KY 40000		SSN2																																																																															
		TEL1 ACCT 555 666 7777		LV																																																																															
		TEL2		AST																																																																															
				BT SST																																																																															
TOTAL DUE		NET TAX DUE		TOTAL INTEREST																																																																															
135573.03		84043.31		28071.42																																																																															
				TOTAL FEES																																																																															
				3826.45																																																																															
				TOTAL PENALTY																																																																															
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PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1	PROMISE 2	EX	T	COLL	BALANCE																																																																							
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PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT																																																																																			

27. MAILING & BUSINESS ADDRESS: There are two address segments available on all OSCAR cases. The address segment on the left side of the screen is the Business Address and the segment in the middle is the Mailing Address. There are three lines available for address information under both segments, along with fields for city, state, zip code, and county. The Business Address segment is for the location address, and the Mailing Address is for mailing purposes. Many individuals and businesses have a mailing address separate from their location. However, the location address is important in assuring that liens are filed in a county that the taxpayer is most likely to have property.

All address information on the OSCAR Primary Screen can be easily changed by overwriting the present information and then entering an OSCAR activity code in the activity field. However, any changes of address should be accompanied by an entry into the Payment/Letter field with the letter codes of "CAADDALL" or "CAADDBIT" with an "LS" activity code, and an explanation in the history text of what the address currently is, what it is being changed to, and where the information came from.

28. BILL TOTALS: These are the combined totals for all of the net tax, interest, fees, penalties, and grand total of all delinquent tax bills in the case of OSCAR bill types of R0, R1, and R3. (See page 13 for a list of OSCAR Bill Types)

29. INTEREST/PENALTY PROJECTION DATE: The case totals are automatically set for a date two weeks in advance from the current date. The collector may set the projected date for the future or a past date as needed by accessing the calendar from the drop-down box or simply entering the desired date. If projecting backwards in time, the system will not remove the payments and credits that have been applied to the bills already.

30. ADM (ADMINISTRATIVE COSTS): This is the case total for all tax bills of type tax #53. This is not a tax but the total of various administrative costs incurred during the collection of delinquent taxes. This is primarily the mailing cost of issuing a final notice letter by certified mail. This designation may also include other types of filing fees and court costs.

31. LIEN FEE: This is the total of all unpaid lien fees filed in this case, and is designated as type tax #13. A \$10.00 fee is incurred to file and release a general lien with a Kentucky county courthouse.

32. JA# (JEOPARDY ASSESSMENTS): This field gives the total number of tax bills within the case that are jeopardy assessments.

## PRIMARY COLLECTION DATA DISPLAY

ZKPRI CASE 000383132- BAGPIPES & BUBBLEGUM BLOWERS ASSOC		PRIMARY COLLECTION DATA 8 FUNC UPD DISP (PRI) NEXT CASE 000383132		LPGS 09/27/07	
4444 HIGHLANDS RD		MAIL LIEN (Y/N) C/O MICHAEL MACKENNA P O BOX 4444		HOLD DATE 08/28	
VALID ADD 000		EDINBURG KY 40000 TEL1 ACCT 555 666 7777		VALID STATE 017 ADD COLL ID 0J#C 000 STATUS 0 OWN H SSN2	
WATERLOO KY 40000		TEL2		LV BT SST	
TOTAL DUE 135573.03		NET TAX DUE 84043.31		TOTAL FEES 3826.45	
TOTAL INTEREST 28071.42		TOTAL PENALTY 19631.85			
P D03, D02, * D04, D03, *		L 49223.17 86332.55			
D05		I/P DT 10/12/07 ADM: 7.31 LN: 10.00 JA: 0		DEL: 0 FA EX: 07/25/07	
***CPA KNOWN TO PROCRASTINATE...GIVE DEADLINES...DRH					
PMT/LTR DATE TIME AC P C RTE PROMISE 1 PROMISE 2 EX T COLL BALANCE					
09/27/07 1419					
OSSH CHG 09/10/07 1358 UL 017					
08/28/07 2028 SC 017					
08/28/07 1531 IR 017					
08/28/07 1530 IR 016					
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT					

33. DEL# (DELINQUENCIES): This field gives the total number of periods for which returns have not been filed, are more than 60 days past due, and for which no jeopardy assessment has been created.

34. FA EX (FUNCTIONAL AREA EXIT DATE): This is the date that a case is projected to be moved out of a certain functional area. This date only applies to the functional areas of "F", "A", "M" and "N".

35. HISTORY: Only the first four lines of coded collection history are displayed here. The accompanying history text information is found in the "Collection History Inquiry Display" (F7). However the entire case of single coded collection history lines may be viewed here, four lines at a time, by entering the commands of "forward", "top", and "bottom" in the Display field at the top of the Primary Display Screen.

CASE DATA: This area displays the total liability amounts for six different types of taxes in the case along with an abbreviated list of delinquent periods for each tax type. If there are more than six types of taxes, an asterisk will appear beside the label of "Total Due".

36. TAX TYPE: All type taxes are identified by a three-digit number. If there is more than one tax number for the same tax type, it will be signified with an asterisk beside the tax type.

37. PERIOD: This field displays periods of unpaid tax bills. All periods are identified by a three-digit code. January through September are identified by a number for the first digit. October is identified by an "O", November by an "N", and December by a "D". The last two digits represent the year. Only the three most recent periods are displayed here. If there are more than three, only the first two are displayed followed by an asterisk.

38. LIABILITY AMOUNT: This is the total for the type tax for all of the bills of the types R0, R1, and R3.

39. DELINQUENT PERIOD: This field displays unfilled delinquent periods more than 60 days past due. All periods are identified by a three-digit code. January through September are identified by a number for the first digit. October is identified by an "O", November by an "N", and December by a "D". The last two digits represent the year. Only the three most recent periods are displayed here. If there are more than three, only the first two are displayed followed by an asterisk.

# **ENTER HISTORY TEXT SCREEN F9**

## ENTER HISTORY TEXT SCREEN

ZKHTX		ENTER HISTORY TEXT				LPGS		10/04/07	
CASE 000493541-		7 FUNC UPD		DISP	PRI	NEXT CASE		000493541	
LOCATION		MAIL							
LUCKY LASER DRILLING CO		555 HARD ROCK RD				HOLD DATE		10/31	
555 HARD ROCK RD		LOUISVILLE		KY 40000		STATE		L03	
		TEL1 BUS 444 555 6666		300		COLL ID		LJ&W	
		TEL2 CELL 555 666 7777				STATUS		N OWN B	
LOUISVILLE		KY 40000		300					
PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1	PROMISE 2	EX T
test	10/04/07	1310	IR			L03			
						COLL	BALANCE		
						LPGS	61463		
10/04/07 1310 IR L03 * LPGS 61463 PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT									

After an activity code has been entered in the Activity Code segment of the Primary Collection Data Display, additional information may be permanently added to the new coded collection history line. This information must be entered in the Enter History Text Screen before the user leaves the case in order for it to be connected with that immediate activity code entry. If no activity code has been entered, and the user attempts to enter history text into the case, the system will automatically default to populate a "DE" in the activity code for the user.

A user has the ability to enter ten lines of history text information in connection with an activity code entry. If more lines of information are needed, another activity code must be entered on the Primary Collection Data Display and a statement of "\*\*\*\* continued from note below\*\*\*\*" should be entered to preface the additional information.

Users should keep in mind that all entered history text information will become a permanent part of the history text of the case and cannot be altered or corrected once entered. If an error has been made in the history text entered, another entry should be made to inform the reader, and should be prefaced with "\*\*\*\*correction to note below\*\*\*\*".

Care should be taken not to enter negative or disparaging comments about the taxpayer in the history text, as history text may be subpoenaed for court use. However, all details concerning the addresses, phone numbers, and identification of the spokesperson and his/her relationship to the case are vital pieces of information that should always be entered in the history text by the user.

# **SECONDARY SEARCH, LOOKUP SCREEN F11**

## SECONDARY SEARCH, LOOKUP SCREEN

RERCSLKU		SECONDARY SEARCH			LPGS	10/04/07
SEARCH KEY: N/S/T/LN/LS		FUNC	LKU	DISP	PRI	NEXT CASE 000493541
COUNTY	ZIP CODE	CITY/STATE		SEARCH TYPE		
TAXPAYER NAME			(NAME, SSN, TT, LIEN NAME, LIEN SSN) CASE NUMBER			
<p>PFKEYS: 2-MEN 3-OFF</p>						

Six different search types are available on the Secondary Search, Lookup Screen. In the search type box, all that is necessary is to enter the first, one or two letters of the search type desired:

### Search Types:

1. **N-Name Search:** In the search key the name should be entered last name, first. No commas or punctuation should be used. Upper and Lower-case letters are not recognized in this search segment. This search will scan the Responsible Party/Taxpayer Asset Display (F13) and in the Demographic Display (F14) for a name entered either by a user or the system.
2. **S-Social Security Number:** In the search key the social security number should be entered without spaces or dashes. This search will scan the Responsible Party/Taxpayer Asset Display (F13) for a social security number entered either by a user or the system.
3. **T-Tax Type and Tax Number:** In the search key the three-digit tax type should be entered followed by three zeros and the six-digit tax number. This search will scan the Demographic Display (F14) for an exact match in tax numbers.
4. **LN-Lien Name:** In the search key the name should be entered first name first, or exactly as it is on the Lien Update/Inquiry Display. This search will scan the Lien Update/Inquiry Display for the name.
5. **LS-Lien Social Security Number:** In the search key the social security number should be entered without spaces or dashes. This search will scan the Lien Update/Inquiry Display for a matching social security number.
6. **FN-Final Notice:** In the search key the name should be entered first name first, or exactly as it is on the Final Notice Update/Inquiry Display. This search will scan the Final Notice Update/Inquiry Display for a matching name.

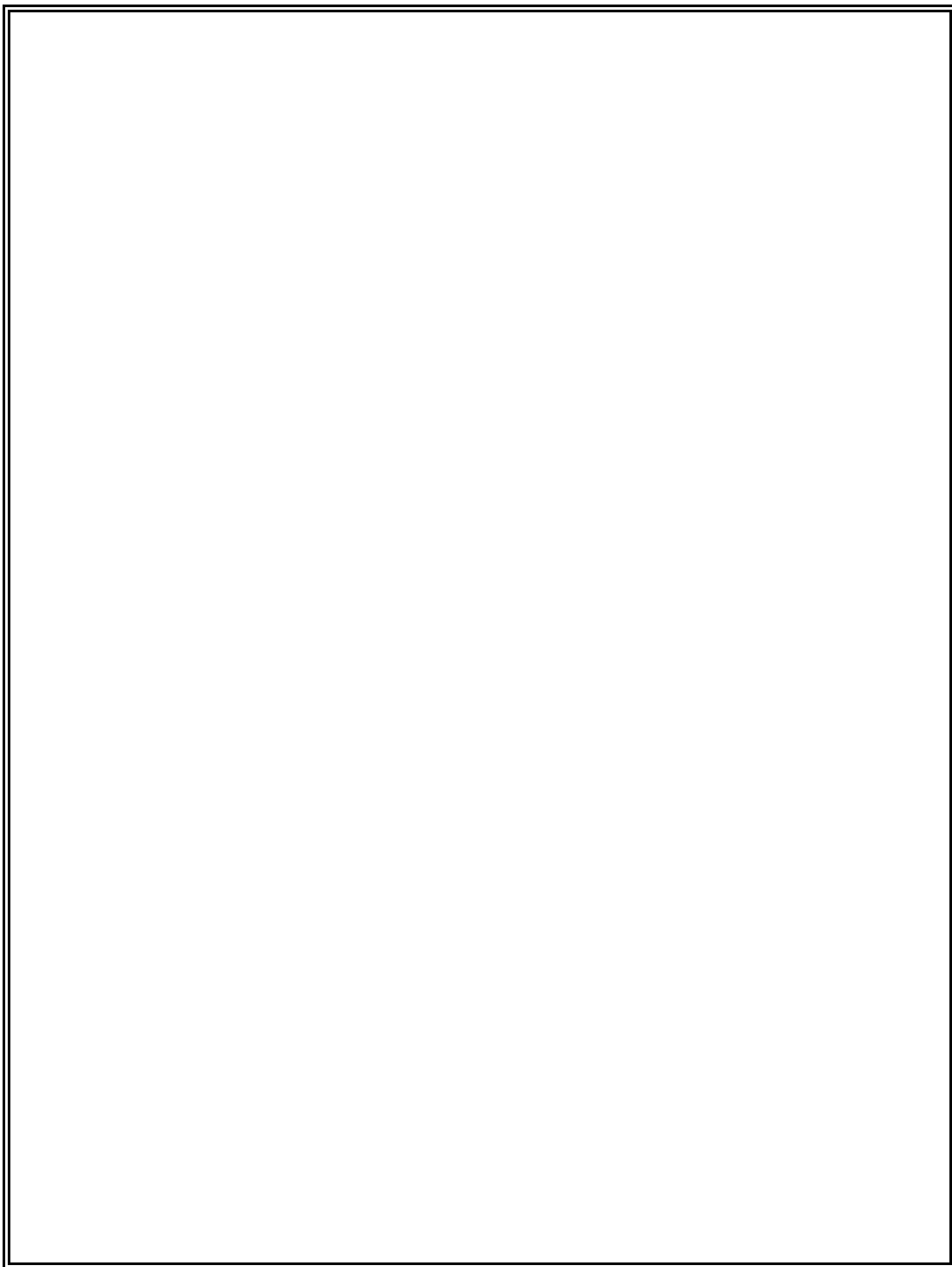
## SECONDARY SEARCH, LOOKUP SCREEN

RERCSLKU		SECONDARY SEARCH		LPGS	10/04/07
SEARCH KEY: N/S/T/LN/LS <u>SMITH</u>		FUNC LKU	DISP PRI	NEXT CASE 000493541	
COUNTY	ZIP CODE	(NAME, SSN, TT, LIEN NAME, LIEN SSN)		SEARCH TYPE N	
TAXPAYER NAME		CITY/STATE		CASE NUMBER	
SMITH ADAMS		MECCA		KY 101201301	
SMITH & ADAMS		SURAT		KY 777890123	
SMITH & BROOKS		BANGALORE		KY 888567890	
SMITH & CUSTER		HYDERABAD		KY 999456789	
SMITH DAVE		CALCUTTA		KY 434545656	
SMITH & DICKERSON		NEW DELHI		KY 000123456	
SMITH & LITTLETON		LUCKNOW		SC 000234567	
SMITH & MORRIS		KHARTOUM		KY 000456789	
SMITH & NORTON		MARRAKESH		KY 912349876	
SMITH & PETERS		CASABLANCA		KY 000989090	
SMITH & ROBERTS		CONSTANTINE		KY 000878989	
SMITH & SMITH		TRIPOLI		KY 000321098	
SMITH THOMAS		TUNIS		KY 434323212	
SMITH UPTON		ALEXANDRIA		KY 0000567123	
SMITH VERONICA		CAIRO		KY 0000789456	
SMITH WILLIAM		RIYADH		TX 515616717	
SMITH & ZOO		MEDINA		KY 626727828	
0248W SEARCH NOT COMPLETE; SELECT CASE OR PRESS ENTER TO CONTINUE SEARCH					

When doing a name search or a social security number search, all OSCAR cases in which that taxpayer is listed as a responsible party will appear. Seventeen cases can be displayed at one time. Pressing the enter key will allow the user to move to the next screen of selections, seventeen cases at a time.

Simply tabbing into the empty box next to a selection and pressing enter will cause the Primary Collection Data Display to open for that case.

In order to narrow the search, the user may use the county code and/or the zip code to reduce the number of results.



# **RESPONSIBLE PARTY/TAXPAYER ASSET DISPLAY F13**

## RESPONSIBLE PARTY/TAXPAYER ASSET DISPLAY

ZKAST		RESP PARTY/TAXPAYER ASSET DISPLAY		LPGS 10/04/07	
CASE 000578805-		4 FUNC UPD DISP FWD		NEXT CASE 000578805	
MILKY WAY TRUCKING CO INC		RP CR0000000001M		ADD ASSET OR RP(TYPE/R)?	
RP SOURCE CODE CR0000000001M					
TITLE: PRESIDENT		LIENS 02		DATA0001 LAST UPD 07/27/07	
JAMES A GARFIELD				BOULDER BANKING SYSTEMS	
GARFIELD JAMES A				P O BOX 9999999999999999	
777 INTERSTELLAR HWY		VALID/ADD		POPULOUS MARS 8000000001	
		200 KING		0000002901 62057	
GALAXY		KY 40000			
PHONE		LIABLE (Y/N) Y		EMPL0001 LAST UPD 09/29/07	
SSN 333-11-4444		DIS SOURCE CODE A		PENGUIN BOWLING LANES	
START 01/01/90		C END		P O BOX 1111	
OK-TO-FN (Y/N) Y		OK-TO-LV (Y/N) Y			
212323434 V001922094 Y05 D 4 GR 22*					
		PENGUIN		KY 4000000000	
				(555) 101-2020 200 KING	
				WAGES: 16295 Q/Y:407 N:UI/B MAU	
LAST UPD 01/25/07					
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT					

The Responsible Party/Taxpayer Asset Display is intended to separate for the user all responsible parties involved in an OSCAR case and help track the separate collection actions and status of each responsible party.

RP SOURCE CODE: The Responsible Party Source Code here is derived from different databases within the KYIMS system. For businesses, it is generally from the CRIS database. For individuals, it is usually from the Individual Income tax database.

### RP Source Code Prefixes:

CR = CRIS database  
 001 = Individual Income Tax database  
 002 = Employee Withholding Tax database  
 005 = Corporation Income Tax database  
 010 = Sales and Use Tax database  
 USERENT = user entered data

### RP Source Code Suffixes:

M = Mailing  
 B = Business  
 A = Accounts Receivable  
 I = Individual Income Tax  
 S = Spouse or Secondary Social Security Number

## RESPONSIBLE PARTY/TAXPAYER ASSET DISPLAY

1	ZKAST CASE 000578805- MILKY WAY TRUCKING CO INC RP SOURCE CODE CR0000000001M TITLE: PRESIDENT JAMES A GARFIELD GARFIELD JAMES A 777 INTERSTELLAR HWY GALAXY PHONE SSN 333-11-4444 START 01/01/90 C END OK-TO-FN (Y/N) Y OK-TO-LV (Y/N) Y 212323434 V001922094 Y05 D 4 GR 22*	2	3	4	5	6	RESP PARTY/TAXPAYER ASSET DISPLAY 4 FUNC UPD DISP FWD RP CR0000000001M LIENS 02 DATA0001 LAST UPD 07/27/07 BOULDER BANKING SYSTEMS P O BOX 9999999999999999 POPULOUS MARS 800000001 0000002901 62057 VALID ADD 200 KING KY 40000 DIS SOURCE CODE A EMPL0001 LAST UPD 09/29/07 PENGUIN BOWLING LANES P O BOX 1111 PENGUIN KY 400000000 (555) 101-2020 200 KING WAGES: 16295 Q/Y:407 N:UI/B MAU LAST UPD 01/25/07 PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT
---	---	---	---	---	---	---	---

1. NAME, ADDRESS, PHONE NUMBER, SOCIAL SECURITY NUMBER, START DATE, END DATE, AND TITLE: All of this information comes from the CRIS database for a business. For an Individual Income tax case, this information usually will come from the Individual Income Tax database. In order to correct any of this information, it will be necessary to go back to the original database and make the changes there.
2. RESPONSIBLE PARTY NAME: The first line of name information is a blank space. Since the names of all individuals are listed, last name first, the user has the ability to reverse the name order to, first name first, for the purposes of creating correspondence. This will enable the correspondence to be addressed properly to the taxpayer.
3. LIENS: This is the number of active liens in the OSCAR system that have been constructed from this responsible party segment.
4. COUNTY CODE: A listing of all Kentucky counties with corresponding codes can be accessed via the drop-down box in this segment. Even though the county will be populated from the original database for the responsible party information, a user may select a different county in order to file a lien in whatever county is deemed appropriate. For the purposes of constructing a lien through the OSCAR system, the county for that lien must be selected here.
5. START DATE/END DATE: Start date and end date information will, originally, come from the CRIS database. The user may change or populate start and end dates here, but permanent changes must be done on the originating database. A start date and the liable indicator must be populated in order to create a final notice or a lien for the corresponding responsible party.
6. LIABLE INDICATOR: The user must enter an "X" here, indicating that a responsible party has some liability in this case, in order for this responsible party segment to be selected as an address for correspondence and collection actions. In non-Jacada, this selection will be entered either as a "Y" for yes, or an "N" for no.

## RESPONSIBLE PARTY/TAXPAYER ASSET DISPLAY

ZKAST		RESP PARTY/TAXPAYER ASSET DISPLAY		LPGS 10/04/07	
CASE 000578805-		4 FUNC UPD DISP FWD		NEXT CASE 000578805	
MILKY WAY TRUCKING CO INC		RP CR0000000001M		ADD ASSET OR RP(TYPE/R)?	
RP SOURCE CODE CR0000000001M					
TITLE: PRESIDENT		LIENS 02		DATA0001 LAST UPD 07/27/07	
JAMES A GARFIELD				BOULDER BANKING SYSTEMS	
GARFIELD JAMES A				P O BOX 999999999999999	
777 INTERSTELLAR HWY		POPULOUS		MARS 800000001	
		VALID ADD			
		200 KING		0000002901 62057	
GALAXY		KY 40000			
PHONE		LIABLE (Y/N) Y		EMPL0001 LAST UPD 09/29/07	
SSN 333-11-4444		DIS SOURCE CODE A		PENGUIN BOWLING LANES	
START 01/01/90		END		P O BOX 1111	
OK-TO-FN (Y/N) Y		OK-TO-LV (Y/N) Y			
212323434 V001922094 Y05 D 4 GR 22*					
		PENGUIN		KY 400000000	
				(555) 101-2020 200 KING	
				WAGES: 16295 Q/Y:407 N:UI/B MAU	
LAST UPD 01/25/07					
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT					

7. START & END DATE CODES: If the source code begins with "CR" or is user entered, the code after the start and end date is one of the following:
  - C = Conversion by CRIS
  - G = Generated by CRIS
  - D = Update Document via CRIS
  - U = User Entered
8. OK-TO-FN: (OK to Final Notice) This is populated with an "X" by the system. In non-Jacada, this selection will be entered either as a "Y" for yes, or an "N" for no. However, it is possible for a user to create a "Final Notice Before Seizure" letter even when this segment is not populated with an "X". A start date and the liable indicator must be populated in order to create a final notice or a lien for the corresponding responsible party.
9. OK-TO-LV: (OK to Levy) This is populated with an "X" by the system after 30 days from the time a valid final notice has been issued to this responsible party. In non-Jacada, this selection will be entered either as a "Y" for yes, or an "N" for no.
10. This single line of information comes from the Individual Income tax database. The first number is the social security number of the spouse of this responsible party as listed on the latest filed Individual Income tax return. The next number beginning with a "V" is the validating number for this return. The next number beginning with a "Y" is the year in two digits. The number after the "D" is for the number of dependents listed on this particular return. And the number after "GR" is for the gross income (in thousands) listed on this income tax return.
11. This screen allows for two lines of space for any information on this responsible party to be entered freely by the user as needed. This is not permanent information and can easily be changed or deleted by any user.

## RESPONSIBLE PARTY/TAXPAYER ASSET DISPLAY

ZKAST		RESP PARTY/TAXPAYER ASSET DISPLAY		LPGS 10/04/07	
CASE 000578805-		4 FUNC UPD DISP FWD		NEXT CASE 000578805	
MILKY WAY TRUCKING CO INC		RP CR0000000001M		ADD ASSET OR RP(TYPE/R)?	
RP SOURCE CODE CR0000000001M					
TITLE: PRESIDENT		LIENS 02		DATA0001 LAST UPD 07/27/07	
JAMES A GARFIELD				BOULDER BANKING SYSTEMS	
GARFIELD JAMES A				P O BOX 999999999999999	
777 INTERSTELLAR HWY		(12)		POPULOUS MARS 800000001	
		VALID ADD			
		200 KING		0000002901 62057	
GALAXY		KY 40000			
PHONE		LIABLE (Y/N) Y		EMPL0001 LAST UPD 09/29/07	
SSN 333-11-4444		DIS SOURCE CODE A		PENGUIN BOWLING LANES	
START 01/01/90 C END				P O BOX 1111	
OK-TO-FN (Y/N) Y		OK-TO-LV (Y/N) Y			
212323434 V001922094 Y05 D 4 GR 22*		(13)			
				PENGUIN KY 400000000	
				(555) 101-2020 200 KING	
				WAGES: 16295 Q/Y:407 N:UI/B MAU	
LAST UPD 01/25/07					
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT					

The right side of the Responsible Party/Taxpayer Asset Display contains the assets listed for possible collection action of that responsible party.

12. There are five possible assets for display that are system entered.  
The assets and their source codes are as follows:

<u>Asset</u>	<u>Source Code</u>
Bank	BANK001
Employer	EMPL001
Bond	BOND001
Miscellaneous	MISC001
Data	DATA001

Except for Miscellaneous, this asset information is derived from sources outside of the OSCAR system and cannot be changed or altered here.

The Bank segment will have the name, address, and phone number of the bank asset for this responsible party. This information is recorded electronically whenever the Department of Revenue receives a check payment from the taxpayer.

The Data segment is information obtained directly from banks, credit unions, and other financial institutions.

13. The Employer segment will also have the name address, and phone number of the employer for this responsible party. This information comes from Unemployment Insurance. The last line of information from this segment reveals the amount of money earned in a quarter by this responsible party and identifies the quarter with a three-digit number. The first digit identifies the quarter, and the last two digits identify the year.

## RESPONSIBLE PARTY/TAXPAYER ASSET DISPLAY

ZKAST		RESP PARTY/TAXPAYER ASSET DISPLAY		LPGS 10/04/07	
CASE 000578805-		4	FUNC UPD	DISP	FWD
MILKY WAY TRUCKING CO INC		RP CR0000000001M		NEXT CASE 000578805	
RP SOURCE CODE CR0000000001M				ADD ASSET OR RP(TYPE/R)?	
TITLE: PRESIDENT		LIENS 02		DATA0001 LAST UPD 07/27/07	
JAMES A GARFIELD				BOULDER BANKING SYSTEMS	
GARFIELD JAMES A				P O BOX 999999999999999	
777 INTERSTELLAR HWY		VALID ADD		POPULOUS	
		200 KING		MARS 800000001	
GALAXY		KY 40000		0000002901 62057	
PHONE		LIABLE (Y/N) Y		EMPL0001 LAST UPD 09/29/07	
SSN 333-11-4444		DIS SOURCE CODE A		PENGUIN BOWLING LANES	
START 01/01/90		C END		P O BOX 1111	
OK-TO-FN (Y/N) Y		OK-TO-LV (Y/N) Y			
212323434		V001922094 Y05 D 4 GR 22*			
LAST UPD 01/25/07				PENGUIN	
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT				(555) 101-2020 200 KING	
				WAGES: 16295 Q/Y:407 N:UI/B MAU	

ADD ASSET OR RP: By selecting an option from the "Add Asset or RP" field the user may create a completely new segment and enter all of the information for an asset or a responsible party as needed.

Blank asset segments may be created and filled-in by the user by entering the following codes in this field:

- B = Bank
- E = Employer
- D = Bond
- M = Miscellaneous
- R = Responsible Party.

Entering an "R" in the "Add Asset or RP" field will create a completely new, blank, responsible party segment. All information pertaining to the responsible party must be entered by the user in this case.

ZKAST		RESP PARTY/TAXPAYER ASSET DISPLAY		LPGS 10/04/07	
CASE 000578805-		4	FUNC UPD	DISP	FWD
MILKY WAY TRUCKING CO INC		RP USERENT		NEXT CASE 000578805	
RP SOURCE CODE CR0000000001M				ADD ASSET OR RP(TYPE/R)? B	
TITLE: PRESIDENT		LIENS 02		BANK	
JAMES A GARFIELD				LAST UPD	
GARFIELD JAMES A				INTERGALACTIC MOONBEAM BANK	
				P O BOX 121212	
				ADDR	
				ADDR	
777 INTERSTELLER HWY		VALID ADD		NEW YORK	
		200 KING		NY 90000	
GALAXY		KY 40000		888-555-9999	
				3.1428571429	
PHONE		LIABLE (Y/N) Y		BANK	
SSN 333-11-4444		DIS SOURCE CODE A		NAME	
START 01/01/90		C END		ADDR	
OK-TO-FN (Y/N) Y		OK-TO-LV (Y/N) Y		ADDR	
212323434		V001922094 Y05 D 4 GR 22*		ADDR	
				CITY	
				ST ZIP-----	
				PHONE-----	
				ACCT-----	
LAST UPD 01/25/07					
1380W ENTER DATA FOR ADD					

By selecting "B" for bank, the user will create two blank segments for entering bank information. The user may type over all of the "Name" and "Addr" labels and the press the enter key to enter information.

## RESPONSIBLE PARTY/TAXPAYER ASSET DISPLAY

ZKAST		RESP PARTY/TAXPAYER ASSET DISPLAY		LPGS 10/05/07	
CASE 000511464-		0 FUNC UPD DISP FWD		NEXT CASE 000511464	
INDUSTRIAL ROCK CRUSHERS LLC		RP CR0000000001M		ADD ASSET OR RP(TYPE/R)?	
RP SOURCE CODE CR0000000001M					
TITLE: MEMBR-LLC		LIENS 00		USRB0034 LAST UPD 10/05/07	
CHESTER A ARTHUR				THE EMPIRE BANK	
ARTHUR CHESTER A				1212 BROADWAY	
4444 MOUNTAIN PKWY		MANHATTAN		KY 90000	
		VALID ADD			
		201 ABBA		9999999999	
GIBRALTAR		KY 40000			
PHONE		LIABLE (Y/N) N		USRM0025 LAST UPD 08/10/06	
SSN 777-88-9999		DIS SOURCE CODE A		L10FNOTD	
START 01/01/05 D END				DATE-08/11/06	
OK-TO-FN (Y/N) N		OK-TO-LV (Y/N) N		PROTEST DATE-09/30/06	
919818717 V001824199 Y04 D 3 GR 27				WH-12/05	
RESPONSIBLE FOR 3,4/06 WH				DOCU #200608070834001	
				OTLG	
LAST UPD 08/08/07					
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT					

User-entered asset segments will have a source code beginning with "USR".

These are the source codes for user-entered assets:

USRB001 = Bank  
 USRE001 = Employer  
 USRD001 = Bond  
 USRM001 = Miscellaneous

ZKAST		RESP PARTY/TAXPAYER ASSET DISPLAY		LPGS 10/05/07	
CASE 000511464-		0 FUNC UPD DISP FWD		NEXT CASE 000511464	
INDUSTRIAL ROCK CRUSHERS LLC		RP CR0000000001M		ADD ASSET OR RP(TYPE/R)?	
RP SOURCE CODE CR0000000001M					
TITLE: MEMBR-LLC		LIENS 00		DELETE LAST UPD 10/05/07	
CHESTER A ARTHUR				THE EMPIRE BANK	
ARTHUR CHESTER A				1212 BROADWAY	
4444 MOUNTAIN PKWY		MANHATTAN		KY 90000	
		VALID ADD			
		201 ABBA		9999999999	
GIBRALTAR		KY 40000			
PHONE		LIABLE (Y/N) N		USRM0025 LAST UPD 08/10/06	
SSN 777-88-9999		DIS SOURCE CODE A		L10FNOTD	
START 01/01/05 D END				DATE-08/11/06	
OK-TO-FN (Y/N) N		OK-TO-LV (Y/N) N		PROTEST DATE-09/30/06	
919818717 V001824199 Y04 D 3 GR 27				WH-12/05	
RESPONSIBLE FOR 3,4/06 WH				DOCU #200608070834001	
				OTLG	
LAST UPD 08/08/07					
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT					

In order to delete a segment, type the word, "DELETE", over the source code for the asset segment and press enter twice. This will completely delete the entire user-entered asset segment.

It is possible to change any information on a user-entered asset by simply typing over the information and pressing the enter key.

## RESPONSIBLE PARTY/TAXPAYER ASSET DISPLAY

ZKAST		RESP PARTY/TAXPAYER ASSET DISPLAY		LPGS 10/05/07	
CASE 000511464-		0	FUNC UPD	DISP	FWD
INDUSTRIAL ROCK CRUSHERS LLC		RP USERENT	NEXT CASE 000511464		
RP SOURCE CODE		ADD ASSET OR RP(TYPE/R)?		R	
TITLE: UNKNOWN		LIENS 02	LAST UPD		
CORRESPONDENCE NAME		<div style="border: 1px solid black; padding: 5px;">                 ADDRESS ONE                  ADDRESS TWO                  ADDRESS THREE                  CITY/STATE             </div>			
ENTITY NAME					
SECONDARY NAME					
THIRD NAME					
ADDRESS ONE					
ADDRESS TWO					
ADDRESS THREE		VALID ADD Y	<div style="border: 1px solid black; padding: 5px;">                 CTY                  ZIP CODE             </div>		
CITY/STATE		CTY			
PHONE		LIABLE (Y/N)			
SSN		DIS SOURCE CODE			
START		END			
OK-TO-FN (Y/N)		OK-TO-LV (Y/N)			
USER ENTERED NOTE #1 USER ENTERED NOTE #2 LAST UPD 1380W ENTER DATA FOR ADD					

To create an entirely new responsible party segment, the user must enter "R" in the "Add Asset or RP" field.

ZKAST		RESP PARTY/TAXPAYER ASSET DISPLAY		LPGS 10/05/07	
CASE 000511464-		0	FUNC UPD	DISP	FWD
INDUSTRIAL ROCK CRUSHERS LLC		RP USERENT	NEXT CASE 000511464		
RP SOURCE CODE		ADD ASSET OR RP(TYPE/R)?		R	
TITLE: UNKNOWN		LIENS 02	LAST UPD		
WILLIAM F MCKINLEY		<div style="border: 1px solid black; padding: 5px;">                 ADDRESS ONE                  ADDRESS TWO                  ADDRESS THREE                  CITY/STATE             </div>			
MCKINLEY WILLIAM F					
SECONDARY NAME					
THIRD NAME					
333 PEBBLE PLACE					
ADDRESS TWO					
ADDRESS THREE		VALID ADD Y	<div style="border: 1px solid black; padding: 5px;">                 202 GALA                  GRANITE VT 99999             </div>		
CITY/STATE		CTY			
PHONE		LIABLE (Y/N)			
SSN 321-22-9876		DIS SOURCE CODE			
START 01/01/10		END			
OK-TO-FN (Y/N)		OK-TO-LV (Y/N)			
USER ENTERED NOTE #1 USER ENTERED NOTE #2 LAST UPD 1380W ENTER DATA FOR ADD					

A new, blank, responsible party segment has been created and the user may type over the headings in order to enter new information.

## RESPONSIBLE PARTY/TAXPAYER ASSET DISPLAY

ZKAST		RESP PARTY/TAXPAYER ASSET DISPLAY		LPGS 10/05/07	
CASE 000511464-		0 FUNC UPD DISP FWD		NEXT CASE 000511464	
INDUSTRIAL ROCK CRUSHERS LLC		RP USERENT00003M		ADD ASSET OR RP(TYPE/R)?	
RP SOURCE CODE USERENT00003M		LIENS 00		LAST UPD	
TITLE: MEMBR-LLC					
WILLIAM F MCKINLEY					
MCKINLEY WILLIAM F					
333 PEBBLE PLACE		VALID ADD Y			
		202 GALA			
GRANITE VT 99999					
PHONE		LIABLE (Y/N)		LAST UPD	
SSN 321-22-9876		DIS SOURCE CODE			
START 01/01/10		END			
OK-TO-FN (Y/N) N		OK-TO-LV (Y/N) N			
LAST UPD 10/05/07 1397W NO ASSET INFO FOUND FOR RP					

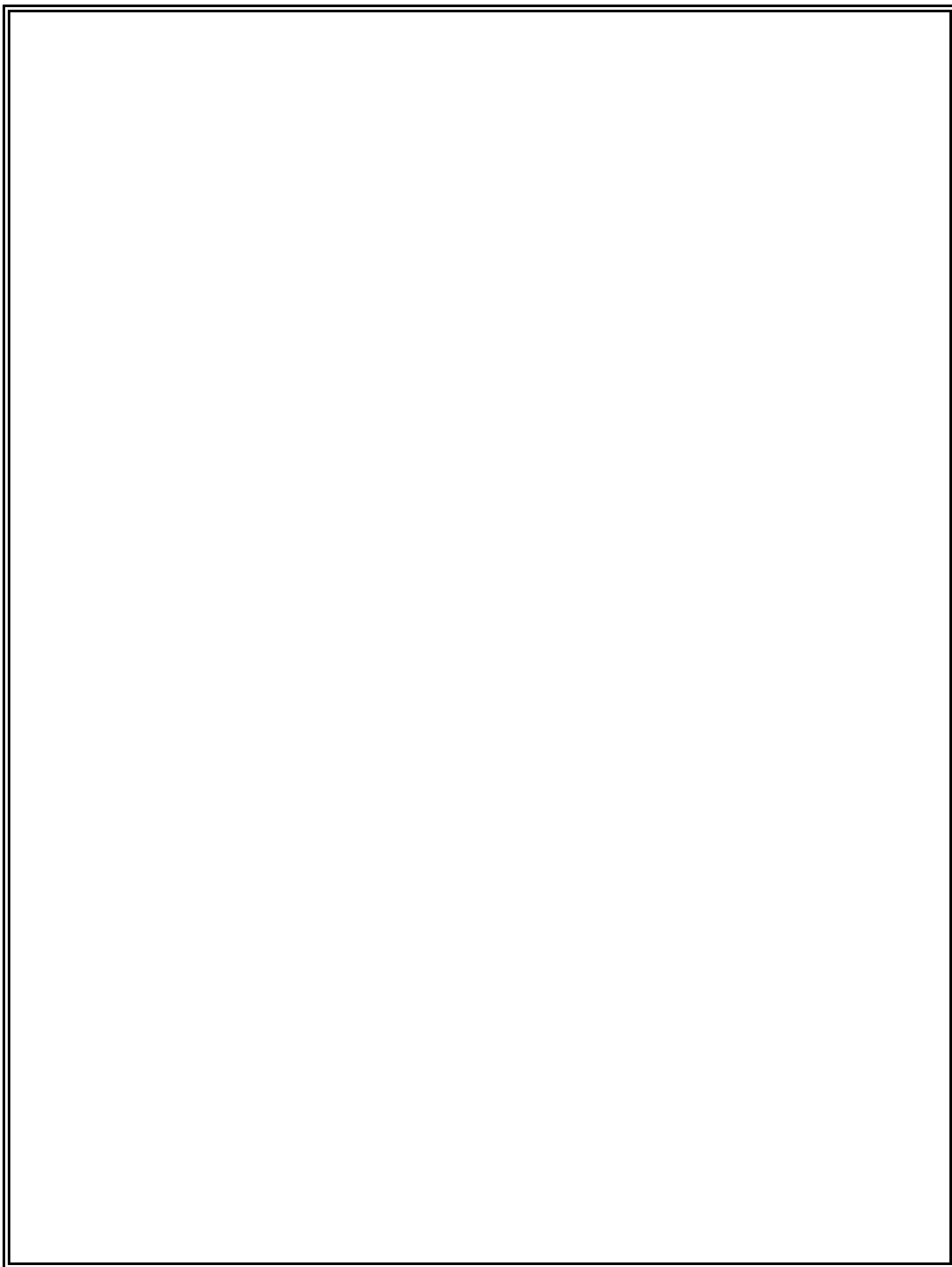
After all of the information has been entered, a new responsible party segment is created. All of the information in a this segment may be easily changed by simply typing over the old information and pressing the enter key.

This segment may now be used for correspondence and collection actions.

### WARNING:

All user-entered information will be deleted from this case, if this case should be sent inactive. Whenever possible, all changes should be made upon the original source database for changes to remain.

To delete a user-entered, responsible party segment, type the word "DELETE" over the responsible party source code "USERENT001M" and press enter twice. This will delete the entire responsible party segment and any assets listed with that responsible party segment.



# **DEMOGRAPHIC DISPLAY F14**

## DEMOGRAPHIC DISPLAY

ZKDEM CASE 000487122-	DEMOGRAPHIC DISPLAY 4 FUNC UPD    DISP    FWD    NEXT CASE 000487122	LPGS    10/05/07
MEDITERRANEAN SCHOOL OF BASKET WEAVING DEM1 SOURCE CODE <b>DRI303404505D</b> CD	1	CE    DRI303404505D    ADD DEMOGRAPHICS?
LAST:HARDING FRST:WARREN MIDL:GAMALIEL DB:09/01/1950    IS:01/2003 111 WICKER ST VALID ADD Y	3	DEM2 SOURCE CODE <b>002000253686A</b> CD 0
WEAVER                      KY    40000		MEDITERRANEAN SCHOOL OF BASKET WEAVING 5432 ANCIENT WAY VALID ADD
ALIAS:NO    CHANGE-ST&DT:-- 01/2003		ROME                      KY 40000
LAST UPD: 09/29/07 PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT		FILER FREQ 0    01/01/2006    AST C TERM 12/31/03
	5	4

The Demographic Display enables the user to see all of the addresses associated with this case, two at a time. These addresses come from the Driver's Licenses' of the associated responsible parties, and the address displays of the associated tax databases and tax bills. This allows the user to quickly review all of the addresses in the case and to look for new addresses or to see which addresses need to be changed.

1. SOURCE CODE: The source code for the address is based on the social security number of the responsible party, or the tax number of the tax database.

Source Code Prefixes: (first three digits)

DRI = Driver's License

000 = Type Tax number (refer to the Type Tax Number Codes)

Source Code Suffixes:

A = Accounts Receivables System

M = Mailing Address

B = Location Address

D = Driver's License

2. CD: (Check Digit) This is the check digit associated with the tax number.
3. Driver's License Information:  
 DB = Date of Birth  
 IS = Issue Date
4. AST: Account Status code for the tax number.
5. FILER FREQ: Filer frequency code for the tax number.

## DEMOGRAPHIC DISPLAY

ZKDEM CASE 000487122-		DEMOGRAPHIC DISPLAY 4 FUNC UPD DISP PRI		LPGS 10/05/07 NEXT CASE 000487122	
MEDITERRANEAN SCHOOL OF BASKET WEAVING DEM1		SOURCE USERENT		ADD DEMOGRAPHICS? <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">Y</span>	
SOURCE CODE		CD		DEM2	
SOURCE CODE		CD		SOURCE CODE	
<div style="border: 1px solid black; padding: 5px;"> CORRESPONDENCE NAME  ENTITY NAME  SECONDARY NAME  THIRD NAME  ADDRESS ONE  ADDRESS TWO  ADDRESS THREE  CITY/STATE  </div>		VALID ADD CTY ZIP CODE		<div style="border: 1px solid black; padding: 5px;"> CORRESPONDENCE NAME  ENTITY NAME  SECONDARY NAME  THIRD NAME  ADDRESS ONE  ADDRESS TWO  ADDRESS THREE  CITY/STATE  </div>	
ACD EXC LINE EXTN		CD		ACD EXC LINE EXTN	
USER DEFINED ONE USER DEFINED TWO LAST UPD: 1380W ENTER DATA FOR ADD		CD		USER DEFINED ONE USER DEFINED TWO LAST UPD:	

By entering an "Y" in the "Add Demographics" field, the user may create new, blank, address segments to record name, address, and phone number information for any individuals or businesses associated with this case. The user may type over any of the headings and press enter to enter the information.

ZKDEM CASE 000487122-		DEMOGRAPHIC DISPLAY 4 FUNC UPD DISP FWD		LPGS 10/05/07 NEXT CASE 000487122	
MEDITERRANEAN SCHOOL OF BASKET WEAVING DEM1		SOURCE DRI303404505D		ADD DEMOGRAPHICS?	
SOURCE CODE DRI303404505D		CD		DEM2	
SOURCE CODE		CD		SOURCE CODE <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">USERENT09991M</span>	
LAST:HARDING FRST:WARREN MIDL:GAMALIEL DB:09/01/1950 IS:01/2003 111 WICKER ST 		VALID ADD Y		<div style="border: 1px solid black; padding: 5px;"> ADAMS JEFFERSON &amp; MADISON  ATTORNEYS AT LAW  9999 CONSTITUTION AVENUE  BALTIMORE MD 99999  999 888 7777 0001  BANKRUPTCY ATTORNEYS FOR BUSINESS </div>	
WEAVER KY 40000		CD		VALID ADD Y 148 MARYD	
ALIAS:NO CHANGE-ST&DT:-- 01/2003 LAST UPD: 09/29/07 PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT		CD		LAST UPD: 10/05/07	

After typing over the headings with the appropriate information, a new address segment will have been created with a source code beginning with "USERENT" to signify that this is user-entered information. This information can be easily changed by anyone by typing over the present information and pressing the enter key.

### WARNING:

If this case should be sent inactive, all user-entered information will be automatically deleted. Any information intended to be permanently stored in this case, should be entered into the history text.

## DEMOGRAPHIC DISPLAY

ZKDEM CASE 000487122-	DEMOGRAPHIC DISPLAY 4 FUNC UPD DISP FWD	LPGS 10/05/07 NEXT CASE 000487122
MEDITERRANEAN SCHOOL OF BASKET WEAVING DEM1	SOURCE DRI303404505D	ADD DEMOGRAPHICS?
SOURCE CODE DRI303404505D CD	DEM2 SOURCE CODE <b>DELETE</b>	CD
LAST:HARDING FRST:WARREN MIDL:GAMALIEL DB:09/01/1950 IS:01/2003 111 WICKER ST WEAVER KY 40000	ADAMS JEFFERSON & MADISON ATTORNEYS AT LAW 9999 CONSTITUTION AVENUE BALTIMORE MD 99999 999 888 7777 0001 BANKRUPTCY ATTORNEYS FOR BUSINESS	VALID ADD Y 148 MARYD
ALIAS:NO CHANGE-ST&DT:-- 01/2003	LAST UPD: 09/29/07	LAST UPD: 10/05/07
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT		

To delete a user-entered address segment, type "DELETE" in the "Source Code" field and press enter twice. This will completely delete that address segment.

# **ACCOUNTS RECEIVABLES DISPLAY F15**

## ACCOUNTS RECEIVABLES DISPLAY

ACCOUNTS RECEIVABLES DISPLAY									
RERCS10L		8 DISP FWD STATUS 1 DEL FLG N N/CASE 000213205				LP65		10/10/07	
SPACE AGE SPROCKETS INC		TERM DT 10/25/07				BT (R0)		TT (010) ACCT 000086906	
ACCT NAME SPACE AGE SPROCKETS INC		I/P DT 10/25/07				ACCT TOT		34184.62	
TP NAME :	SPACE AGE	SPACE AGE	SPACE AGE	SPACE AGE	SPACE AGE	SPACE AGE	SPACE AGE	SPACE AGE	SPACE AGE
NOT#/AST :	104370174	104331173	F LV	104317568	F LV	104357918			
PERIOD END:	05/31/2007	02/28/2007		01/31/2007		04/30/2007			
BT/R/C/CO :	R0 W 5	R0 H 5		R0 H 5		R1 H 0			
DN/DATE :	ON 09/25/2007	ON 08/13/2007		ON 07/31/2007		ON 09/11/2007			
VAL#/RTC :	01	006931235	01	006898278	01	007029209	01		
ORIG LIB :	27300.00	9416.94		5189.10		9321.00			
CREDITS :	0.00	-9315.23		-5129.75		-9187.47			
NET TAX :	27300.00	101.71		59.35		133.53			
NET INT :	759.92	133.51		92.04		54.96			
NET FEES :	0.00	25.43		14.84		0.00			
NET PEN :	2730.00	1140.19		629.82		386.19			
TDUE/-OP :	30789.92	1400.84		796.05		574.68			
ACCR DATE :	09/25/2007	09/28/2007		09/17/2007		09/11/2007			
FEE CODES :		C		C					
PEN CODES :	TOT BN	TOT A B		TOT A B		TOT A B			
PENALTY % :	10 10	22 6 16		24 6 18		14 2 12			
ERROR CODE :		H		H		M H			
LATE FILE :		05/22/2007		05/10/2007		06/14/2007			
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT									

The Accounts Receivables Display allows the user to view four tax bills, one screen at a time. The information is derived from CARS (Compliance and Receivables System). The CARS system has a detailed breakdown of each tax bill with over 20 screens of information for each bill. The OSCAR system converts some of this information into a condensed form to give the user a concise view of each delinquent tax liability.

1. **TERMINATION DATE:** If this tax account number has been cancelled, the cancellation date will show here. This information will come from the tax account database in the KYIMS system. Miscellaneous tax account number information will come from MIXERS.
2. **BILL TYPE:** Each delinquent tax liability is assigned an OSCAR bill type code to set the parameters of collection action for each individual tax bill. This code system will prevent the user from initiating certain collections actions on specific tax bills before the legal requirements have been fulfilled.

OSCAR BILL TYPES	
R1	Receivable less than 45 days old
R0	Receivable - due and owing
R2	Receivable - voided or paid in full
R3	Receivable - charged off or inactive
R4	Receivable - in protest or under special attorney
R5	Receivable - in suspense
R7	Receivable - assigned to a private collection agency

3. **TYPE TAX:** This is the type tax number code for the tax account.
4. **INTEREST/PENALTY PROJECTION DATE:** The user has the ability to set the date here to project into the future the case total with tax, penalty and interest. Case total is automatically set for two weeks in the future unless changed by the user.
5. **ACCOUNT TOTAL:** This is the total amount of tax, penalty and interest for the specific tax account being viewed.

## ACCOUNTS RECEIVABLES DISPLAY

ACCOUNTS RECEIVABLES DISPLAY										LPGS	10/10/07
RERCS10L		8 DISP FWD STATUS 1 DEL FLG N N/CASE 000213205				BT R0 TT 010 ACCT 000086906					
SPACE AGE SPROCKETS INC		I/P DT 10/25/07				ACCT TOT		34184.62			
TP NAME : SPACE AGE		SPACE AGE				SPACE AGE		SPACE AGE			
NOT#/AST : 104370174		104331173 F LV				104317568 F LV		104357918			
PERIOD END: 05/31/2007		02/28/2007				01/31/2007		04/30/2007			
BT/R/C/CO : R0 W 5		R0 H 5				R0 H 5		R1 H 0			
DN/DATE : ON 09/25/2007		ON 08/13/2007				ON 07/31/2007		ON 09/11/2007			
VAL#/RTC : 01		006931235 01				006898278 01		007029209 01			
ORIG LIB : 27300.00		9416.94				5188.10		9321.00			
CREDITS : 0.00		-9315.23				-5129.75		-9187.47			
NET TAX : 27300.00		101.71				59.35		133.53			
NET INT : 759.92		133.51				92.04		54.96			
NET FEES : 0.00		25.43				14.84		0.00			
NET PEN : 2730.00		1140.19				629.82		386.19			
TDUE/-OP : 30789.92		1400.84				796.05		574.68			
ACCR DATE : 09/25/2007		09/28/2007				09/17/2007		09/11/2007			
FEE CODES :		C				C					
PEN CODES : TOT BN		TOT A B				TOT A B		TOT A B			
PENALTY % : 10 10		22 6 16				24 6 18		14 2 12			
ERROR CODE :		H				H		M H			
LATE FILE :		05/22/2007				05/10/2007		06/14/2007			
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT											

6. STATUS CODE: This is the status code for the tax account of the tax liabilities being viewed.
7. ACCOUNT NUMBER: This is the tax account number for the delinquent tax liabilities being viewed.
8. BILL NAME: This is name showing on the tax bill in CARS.
9. NOTICE NUMBER: This is the identifying number for this specific tax bill. This is a nine-digit number and is unique.
10. ACTION STATUS: The following codes alert the user that a bill has been selected for collection action in the past.  
F = Final Notice      LV = Levy
11. BILL SELECTION CODES: These bill selection codes, with the exception of "V", may only be used in conjunction with an "AJ" activity code that is entered on the Primary Collection Data Display. Entering a "V" in this field will transfer the user to the main display in CARS for that bill. Also, an "X" is used here to select bills for correspondence.

The bill selection codes are as follows:

BILL SELECTION CODES	
A	Audit Maintenance
C	Control/Condition Maintenance
D	Demographic Maintenance
P	Payment & credit Maintenance
R	Reissue Bill
1	Send Bill
N	Create New Audit Report
V	View Bill in CARS

## ACCOUNTS RECEIVABLES DISPLAY

RERCS10L	ACCOUNTS RECEIVABLES DISPLAY				LPGS	10/10/07
CASE 000821539-	4	DISP	FWD	STATUS C	DEL	FLG N N/CASE 000821539
OUTER LIMITS RETAIL STORES INC	TERM	DT	08/31/99	BT	R0 TT 002	ACCT 000186599
ACCT NAME OUTER LIMITS RETAIL	I/P	DT	10/25/07	ACCT TOT		7340.18
TP NAME :	OUTER LIM1	OUTER LIM1	OUTER LIM1	OUTER LIM1		
NOT#/AST :	101699643 F LV	101431141 F LV	101431140 F LV	101431139 F LV		
PERIOD END:	08/31/1999	07/31/1999	06/30/1999	05/31/1999		
BT/R/C/CO :	R0 E 5	R0 E 5	R0 E 5	R0 E 5		
DN/DATE :	ON 11/14/2000	ON 01/12/2000	ON 01/12/2000	ON 01/12/2000		
VAL#/RTC :	01	01	01	01		
ORIG LIB :	105.87	105.87	100.95	100.97		
CREDITS :	0.00	0.00	0.00	0.00		
NET TAX :	105.87	105.87	100.95	100.97		
NET INT :	57.02	57.74	55.77	56.44		
NET FEES :	26.46	26.46	25.24	25.24		
NET PEN :	52.99	52.99	50.50	50.50		
TDUE/-OP :	242.34	243.06	232.46	233.15		
ACCR DATE :	10/11/2002	10/11/2002	10/11/2002	10/11/2002		
FEE CODES :	C CC	C CC	C CC	C CC		
PEN CODES :	TOT A BN H	TOT A BN H	TOT A BN H	TOT A BN H		
PENALTY % :	50 20 20 10	50 20 20 10	50 20 20 10	50 20 20 10		
ERROR CODE:						
LATE FILE :	07/04/2002	07/04/2002	07/04/2002	07/04/2002		
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT						

12. PERIOD END DATE: Each tax bill is identified by its period end date.
13. BILL TYPE: This is the OSCAR bill type for this delinquent tax liability. (See page 73 for a list of OSCAR bill types)
14. REASON CODES: There are over 100 billing reason codes in the CARS system. The basic codes are listed below.

BILLING REASON CODES			
A	Payment not received	QCR	Criminal Referral - Civil
B	Payment received late	QCV	Criminal Referral - Criminal
C	Partial payment received	R	Amended
D	Return received late	S	Estimated assessment -
E	Return late - No payment		failure to furnish
F	Return late - Partial payment	T	Check unhonored by bank -
G	Failure to file return		taxpayer at fault
H	Error on Return	U	Check unhonored by bank -
K	Property tax assessment		taxpayer not at fault
L	Failure to file estimate	V	Audit - field
N	Underestimate income	W	Jeopardy Assessment
O	Omitted income	X	Office Audit
P	Judgement	XVP	Voluntary disclosure
		Y	Transferee Assessment

## ACCOUNTS RECEIVABLES DISPLAY

```

RERCS10L          ACCOUNTS RECEIVABLES DISPLAY          LPGS          10/10/07
CASE 000821539-    4 DISP FWD STATUS C DEL FLG N N/CASE 000821539
OUTER LIMITS RETAIL STORES INC TERM DT 08/31/99  BT R0 TT 002 ACCT 000186599
ACCT NAME OUTER LIMITS RETAIL  I/P DT 10/25/07  ACCT TOT 7340.18
TP NAME   :   OUTER LIM1      OUTER LIM1      OUTER LIM1      OUTER LIM1
NOT#/AST  : 101699643 F LV    101431141 F LV    101431140 F LV    101431139 F LV
PERIOD END:   08/31/1999      07/31/1999      06/30/1999      05/31/1999
BT/R/C/CO :  R0  E  5        R0  E  5        R0  E  5        R0  E  5
DN/DATE   :  ON 11/14/2000    ON 01/12/2000    ON 01/12/2000    ON 01/12/2000
VAL#/RTC  :           01          01          01          01
ORIG LIB  :           105.87       105.87       100.95       100.97
CREDITS   :           0.00         0.00         0.00         0.00
NET TAX   :  15  105.87         105.87         100.95       100.97
NET INT   :           57.02        57.74        55.77        56.44
NET FEES  :           26.46        26.46        25.24        25.24
NET PEN   :           52.99        52.99        50.50        50.50
TDUE/-OP  :           242.34       243.06       232.46       233.15
ACCR DATE :   10/11/2002        10/11/2002        10/11/2002        10/11/2002
FEE CODES :           C  CC        C  CC        C  CC        C  CC
PEN CODES :  TOT  A  BN  H    TOT  A  BN  H    TOT  A  BN  H    TOT  A  BN  H
PENALTY % :   50  20  20  10   50  20  20  10   50  20  20  10   50  20  20  10
ERROR CODE:
LATE FILE  :           07/04/2002    07/04/2002    07/04/2002    07/04/2002
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT
  
```

### 15. CONTROL/CONDITION CODES:

The Control Codes designate which department in Revenue has control of the tax bill.

CONTROL CODES			
0	New Bill	6	Div of Protest Resolution
1	Inactive	7	Private Collection Agency
2	Void	8	Division of Legal Services
3	Field Operations	9	Division of State Valuation
4	Division of Tax Admin	10	Ombudsman's Office
5	Division of Collections	11	Acknowledge Bill

The Condition Codes give additional detail about the state of the tax bill.

CONDITION CODES	
C	Protest
D	Suspense
J	Judgement
OC	Offer in Compromise
R	Returned Mail
V	Better address found
X	No better address found

## ACCOUNTS RECEIVABLES DISPLAY

RERCS10L	ACCOUNTS RECEIVABLES DISPLAY				LPGS	10/11/07
CASE 000765039	3	DISP	FWD	STATUS A	DEL	FLG N N/CASE 000765039
INTERPLANETARY PAWN SHOP	TERM	DT	BT	R0	TT	002 ACCT 000072447
ACCT NAME INTERPLANETARY PAWN	I/P	DT	10/26/07	ACCT	TOT	1067.12
TP NAME :	INTERPLANETARY	INTERPLANETARY	INTERPLANETARY	INTERPLANETARY		
NOT#/AST :	104344558 F	104344557 F	104355933	104355932		
PERIOD END:	04/30/2007	03/31/2007	06/30/2007	05/31/2007		
BT/R/C/CO :	R0 E 5	R0 E 5	R1 E 0	R1 E 0		
DN/DATE :	ON 08/24/2007	ON 08/24/2007	ON 09/07/2007	ON 09/07/2007		
VAL#/RTC :	01	01	007349252 02	007349251 02		
ORIG LIB :	182.93	245.50	127.99	163.80		
CREDITS :	0.00	0.00	0.00	0.00		
NET TAX :	182.93	245.50	127.99	163.80		
NET INT :	6.58	10.44	2.89	4.77		
NET FEES :	45.73	61.38	32.00	40.95		
NET PEN :	36.60	58.92	20.24	26.40		
TDUE/-OP :	271.84	376.24	183.12	235.92		
ACCR DATE :	10/09/2007	10/09/2007	09/07/2007	09/07/2007		
FEE CODES :	C	C				
PEN CODES :	TOT A BN	TOT A BN	TOT A B	TOT A B		
PENALTY % :	20 8 12	24 10 14	12 4 8	16 6 10		
ERROR CODE:						
LATE FILE :	08/23/2007	08/23/2007	08/23/2007	08/23/2007		
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT						

16. DATE NOTATION: The only date notation used on this screen is for the date of the original notice (ON).
17. ORIGINAL NOTICE DATE: This is the date the tax bill was issued. The Original Notice date is important for determining the start and end time for the protest period for the tax bill and to determine the length of the statute of limitations for collection actions on a delinquent tax liability.
18. VALIDATING NUMBER: This is the seven-digit number assigned by the Department of Revenue to each return and payment. This number is an aid to locating and tracking all payments and returns within the Revenue tax accounts.
19. RETURN CODE: Some type taxes have their own set of return codes to give further identification as to the type of return. A list of return codes may be found in the Divcoll Folder.

## ACCOUNTS RECEIVABLES DISPLAY

```

RERCS10L          ACCOUNTS RECEIVABLES DISPLAY          LPGS          10/11/07
CASE 000765039      3 DISP FWD STATUS A DEL FLG N N/CASE 000765039
INTERPLANETARY PAWN SHOP      TERM DT          BT R0 TT 002 ACCT 000072447
ACCT NAME INTERPLANETARY PAWN      I/P DT 10/26/07      ACCT TOT      1067.12
TP NAME : INTERPLANETARY      INTERPLANETARY      INTERPLANETARY      INTERPLANETARY
NOT#/AST : 104344558 F      104344557 F      104355933      104355932
PERIOD END:      04/30/2007      03/31/2007      06/30/2007      05/31/2007
BT/R/C/CO : R0 E 5      R0 E 5      R1 E 0      R1 E 0
DN/DATE : ON 08/24/2007      ON 08/24/2007      ON 09/07/2007      ON 09/07/2007
VAL#/RTC :      01      01      007349252 02      007349251 02
ORIG LIB :      182.93      245.50      127.99      163.80
CREDITS :      0.00      0.00      0.00      0.00
NET TAX :      182.93      245.50      127.99      163.80
NET INT :      6.58      10.44      2.89      4.77
NET FEES :      45.73      61.38      32.00      40.95
NET PEN :      36.60      58.92      20.24      26.40
TDUE/-OP :      271.84      376.24      183.12      235.92
ACCR DATE :      10/09/2007      10/09/2007      09/07/2007      09/07/2007
FEE CODES :
PEN CODES : TOT A BN      TOT A BN      TOT A B      TOT A B
PENALTY % : 20 8 12      24 10 14      12 4 8      16 6 10
ERROR CODE:
LATE FILE :      08/23/2007      08/23/2007      08/23/2007      08/23/2007
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT
  
```

The lower portion of the screen gives a breakdown of penalties for each bill. This section will show what penalties have been added to a delinquent tax liability and the penalty percentage.

A = late file penalties  
 B = late pay penalties  
 H = negligence penalty

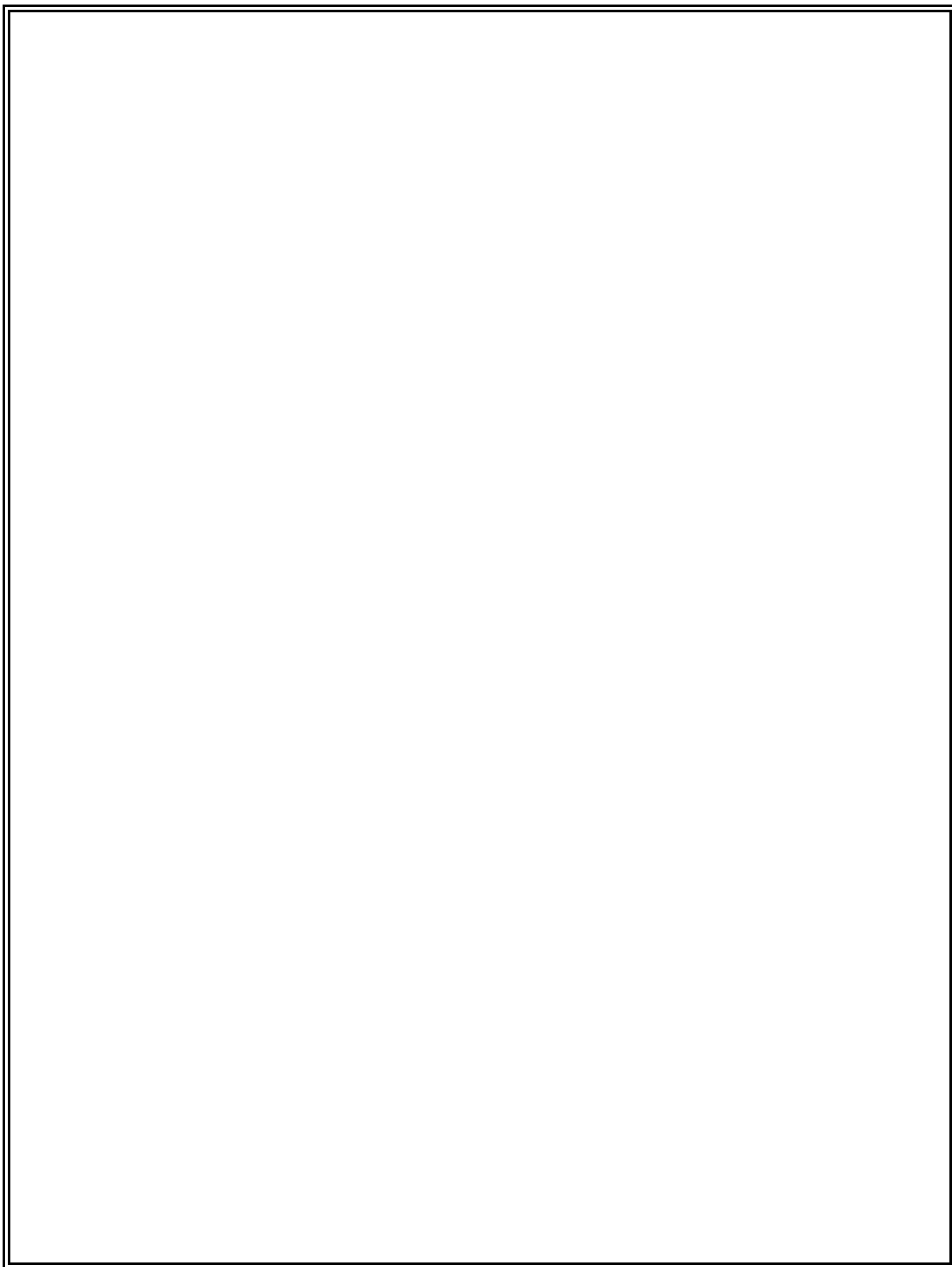
Other penalties and their explanation will be found in CARS.

If the 25% Cost of Collection fee has been added to the bill, it will be designated by a "C" here.

```

RERCS10L          ACCOUNTS RECEIVABLES DISPLAY          LPGS          10/11/07
CASE 000765039      3 DISP (END) STATUS A DEL FLG N N/CASE 000765039
INTERPLANETARY PAWN SHOP      TERM DT          BT R0 TT 002 ACCT 000072447
ACCT NAME INTERPLANETARY PAWN      I/P DT 10/26/07      ACCT TOT      1067.12
TP NAME : (V) INTERPLANETARY      INTERPLANETARY      INTERPLANETARY      INTERPLANETARY
NOT#/AST : 104344558 F      104344557 F      104355933      104355932
PERIOD END:      04/30/2007      03/31/2007      06/30/2007      05/31/2007
BT/R/C/CO : R0 E 5      R0 E 5      R1 E 0      R1 E 0
DN/DATE : ON 08/24/2007      ON 08/24/2007      ON 09/07/2007      ON 09/07/2007
VAL#/RTC :      01      01      007349252 02      007349251 02
ORIG LIB :      182.93      245.50      127.99      163.80
CREDITS :      0.00      0.00      0.00      0.00
NET TAX :      182.93      245.50      127.99      163.80
NET INT :      6.58      10.44      2.89      4.77
NET FEES :      45.73      61.38      32.00      40.95
NET PEN :      36.60      58.92      20.24      26.40
TDUE/-OP :      271.84      376.24      183.12      235.92
ACCR DATE :      10/09/2007      10/09/2007      09/07/2007      09/07/2007
FEE CODES :      C      C
PEN CODES : TOT A BN      TOT A BN      TOT A B      TOT A B
PENALTY % : 20 8 12      24 10 14      12 4 8      16 6 10
ERROR CODE:
LATE FILE :      08/23/2007      08/23/2007      08/23/2007      08/23/2007
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT
  
```

To view a tax bill in CARS, a user must enter "V" in the Bill Selection field and enter "end" in the Display field. This action will immediately project the user into the CARS system to view the bill in its entirety.



# **CORRESPONDENCE IMAGE INQUIRY DISPLAY F17**

## CORRESPONDENCE IMAGE INQUIRY DISPLAY

```

ZKHIS          COLLECTION HISTORY INQUIRY          LPGS      10/12/07
CASE 778899001-   FUNC UPD DISP FWD NEXT CASE 778899001
  ULYSSES S GRANT   KY 40000
  MISSOULA          TEL1      555 666 7777
SSN2              TEL2
                  HOLD DATE 11/16
                  STATE      A05
                  COLL ID FNU3
                  STATUS I OWN

PMT/LTR   DATE   TIME AC P C RTE   PROMISE 1   PROMISE 2 EX T COLL   BALANCE
   7 09/05/07 2119 NB      A05
TAX ACCT NUM PER NOTICE NO VALID NUM   TOTAL PREV CASE NUMBER   USER ID
053 226060900 0709 104353774
   09/04/07 0803 IR      A05
CEFNPA GR 09/04/07 0751 FN      A05
SENT FINAL NOTICE & PA LTR ON 12/06 001 IN AMT 125. MONTH START ON 09/05
   09/04/07 0749 RD X A A05      125 09/05      125 LT/05      * ABSW      2020
SET PA ON 12/06 001 IN AMT 125. MONTH START ON 09/05
   09/04/07 0745 IC H T A03      * ABSW      2020
TT ULYSSES S GRANT 555-666-7777. SET PA ON 12/06 001 IN AMT 125. MONTH START ON
09/05
CCMLP252 08/24/07 2153 LS      F32
CCMLP251 07/25/07 2049 LS      F32
   07/24/07 0815 SR      F32      * FJGH      1950
PER HTXT...NL; PER PF13...NO LEVY SOURCE; PER ESL/UI...NO CURRENT WAGES/CLAIMS;
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT
  
```

The docket number for a specific correspondence is based on the date and time the correspondence was created.

Example for correspondence above:

The docket number for this correspondence is 200709040751001.

2007
0904
0751
001

↑      ↑      ↑      ↑  
 YEAR   DATE   TIME   NUMBER

```

ZKCII          CORRESPONDENCE IMAGE INQUIRY DISPLAY          LPGS      10/12/07
CASE 778899001-   FUNC UPD DISP PRI
LETTER CODE CEFNPA GR   DOCKET 200709040751001   REPRODUCE N

778899001
CEFNPA GR
200709040751001
State: A05

COMMONWEALTH OF KENTUCKY
DEPARTMENT OF REVENUE

TO:  ULYSSES S GRANT
    111 GOVERNMENTAL DR
    MISSOULA          KY 40000

DATE:  09/07/2007

RE:  PAYMENT AGREEMENT

PAGE: 001 POS: L LINE: 01

PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT
  
```

The Correspondence Image Inquiry Display enables the user to view an electronic image of most correspondence created in a specific OSCAR case. Entering the docket number assigned to the correspondence will open up the display for that image.

## CORRESPONDENCE IMAGE INQUIRY DISPLAY

ZKCII                      CORRESPONDENCE IMAGE INQUIRY DISPLAY                      LPGS                      10/12/07  
CASE 778899001                      FUNC    UPD    DISP    FWD  
LETTER CODE CEFNPAGR                      DOCKET 200709040751001                      REPRODUCE N

Case No. 778899001

### PAYMENT AGREEMENT NOTIFICATION AND REMINDERS

Department of Revenue records indicate that you have entered into a payment agreement for payment of your outstanding tax liability in the amount of \$2,033.94 as listed on the attached schedule. By executing the payment agreement you have acknowledged that the taxes are due and owing. Pursuant to the terms of the payment agreement you must pay \$125.00 on 09/05/2007 and \$125.00 on day 05 of each month thereafter until the liability of \$2,033.94 and additional interest from 10/07/2007 is paid in full.

Please make your checks payable to the Kentucky State Treasurer and include your case number. Mail your payments to the Division of Collections,

PAGE: 001 POS: L LINE: 16

PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT

By entering "FWD" in the Display field, each section of the letter may be viewed by the user.

ZKCII                      CORRESPONDENCE IMAGE INQUIRY DISPLAY                      LPGS                      10/12/07  
CASE 778899001                      FUNC    UPD    DISP    TOP  
LETTER CODE CEFNPAGR                      DOCKET 200709040751001                      REPRODUCE Y

778899001  
CEFNAGR  
200709040751001  
State: A05

COMMONWEALTH OF KENTUCKY  
DEPARTMENT OF REVENUE

TO: ULYSSES S GRANT  
111 GOVERNMENTAL DR  
MISSOULA KY 40000

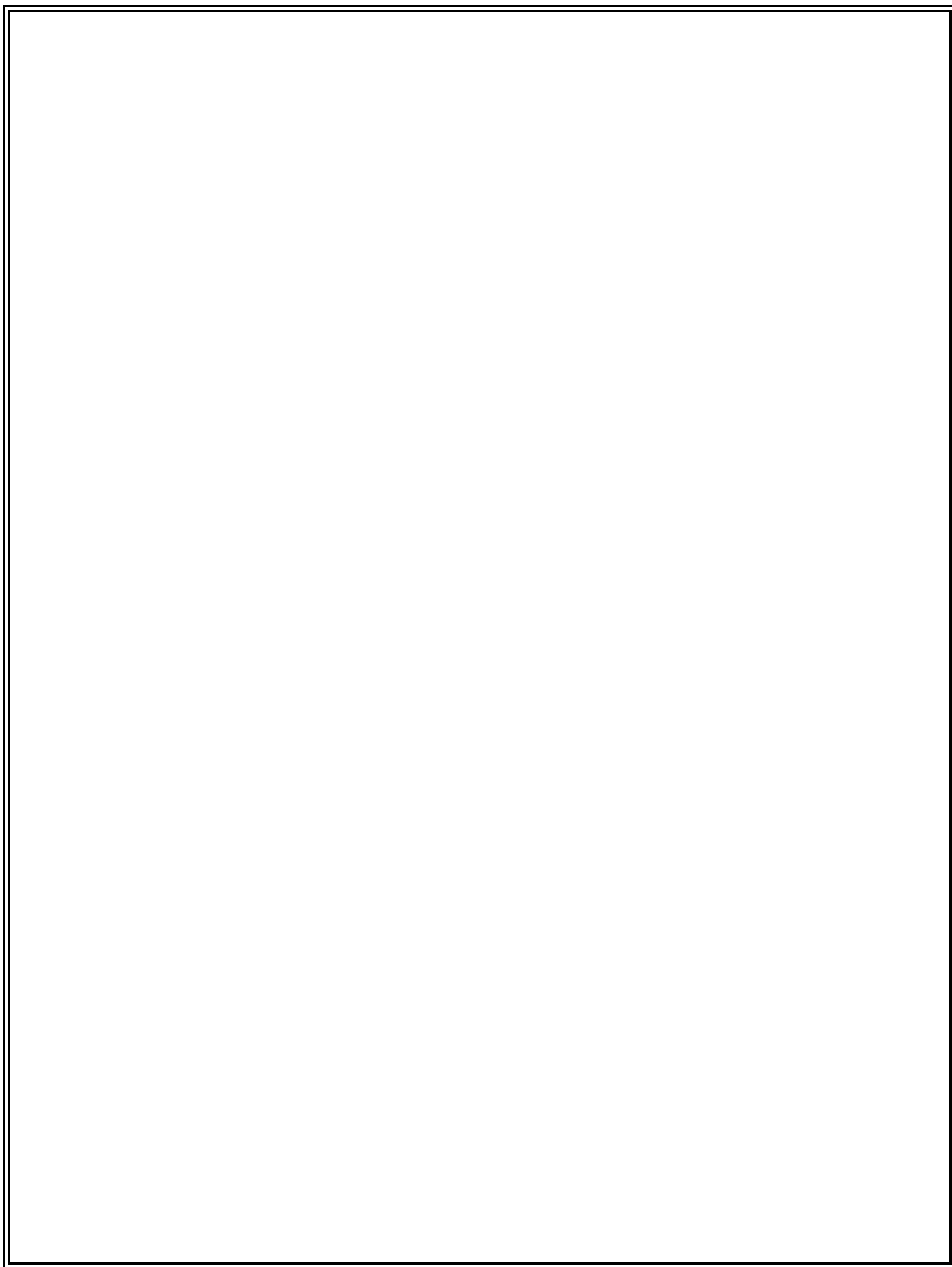
DATE: 09/07/2007

RE: PAYMENT AGREEMENT

PAGE: 001 POS: L LINE: 01

PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT

By entering a "Y" in the Reproduce field, a copy of the correspondence will be created by the OSCAR system which the user will receive in a couple of days.



# **SECONDARY ASSIGNMENT DISPLAY F19**

## SECONDARY ASSIGNMENT DISPLAY

<b>ZKPRI</b> CASE 000391873- INTERGALACTIC GAS STATIONS INC  8888 MARTIAN WAY  ASTEROID TOTAL DUE 78438.78 TT 002 P 307,207,* L 14781.43 D 407,507 T/P DT 10/27/07 ADM: 17.13 LN: 20.72 JA: 0	<b>PRIMARY COLLECTION DATA</b> 7 FUNC UPD DISP PRI NEXT CASE 000391873 MAIL LIEN (Y/N) Y ATTN: MARTIN VAN BUREN 4444 PLUTO BLVD  VALID ADD ASTEROID 209 TEL1 BUS 999 000 1111 KY 40000 TEL2 ATTY 888 777 6666 TOTAL INTEREST 11913.71 TOTAL FEES 6274.21 TOTAL PENALTY 4374.55 NET TAX DUE 55876.31 006 010 905 106,D05,* 1482.16 62137.34	<b>LPGS 10/12/07</b> 000391873 HOLD DATE 09/25 STATE L19 COLL ID LMSH STATUS O OWN D SSN2 KY 40000 LV MSC AST BT SST DEL: 2 FA EX: 03/15/07																																																																																											
*** ASSESS ALL OFFICERS IN THIS CORPORATION ***																																																																																													
<table border="0" style="width: 100%;"> <tr> <td style="width: 15%;">PMT/LTR</td> <td style="width: 15%;">DATE</td> <td style="width: 15%;">TIME</td> <td style="width: 15%;">AC</td> <td style="width: 15%;">P</td> <td style="width: 15%;">C</td> <td style="width: 15%;">RTE</td> <td style="width: 15%;">PROMISE 1</td> <td style="width: 15%;">PROMISE 2</td> <td style="width: 15%;">EX</td> <td style="width: 15%;">T</td> <td style="width: 15%;">COLL</td> <td style="width: 15%;">BALANCE</td> </tr> <tr> <td></td> <td>10/12/07</td> <td>1622</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>LPGS</td> <td>10/12/07</td> <td>1622</td> <td>SA</td> <td></td> <td></td> <td>L19</td> <td>10/12</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>10/12/07</td> <td>1100</td> <td>IR</td> <td></td> <td></td> <td>L19</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>BNA2 CHN</td> <td>10/10/07</td> <td>2052</td> <td>SC</td> <td></td> <td></td> <td>L19</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>BC056</td> <td>10/10/07</td> <td>2052</td> <td>SC</td> <td></td> <td></td> <td>L19</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>			PMT/LTR	DATE	TIME	AC	P	C	RTE	PROMISE 1	PROMISE 2	EX	T	COLL	BALANCE		10/12/07	1622											LPGS	10/12/07	1622	SA			L19	10/12							10/12/07	1100	IR			L19							BNA2 CHN	10/10/07	2052	SC			L19							BC056	10/10/07	2052	SC			L19																			
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PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT																																																																																													

The Secondary Assignment feature enables a user to make a request to take special action in an OSCAR case to another user, without giving up control of the case. This is done by entering the OSCAR USERID of the user in the Payment/Letter field and entering "SA" in the Activity field of the Primary Collection Data Display (F8).

<b>ZKPMEN</b> CASE  COLLECTOR ID: LPGS OTHER USER :  DESCRIPTION OF JOB WORKLIST STATISTICS (X00) WORKLIST PROCESS (XNM) TABLE MAINT. MENU (TMU) ALPHA LOOKUP (LKU) SECONDARY ASSIGNMENT (SAS)	<b>KY OSCAR MENU</b> FUNC SAS DISP PRI PASSWORD : LOCATION : 300502  REQ FIELDS FUNC BROWSE START (BRS) BROWSE RESUME (BRM) SUPERVISOR INQ (SPI) CASE INQ (INQ) CASE UPDATE (UPD) MANUAL CASE SETUP (MAS)	<b>LPGS 10/12/07</b> 000391873 BROWSE ID: BROWSE PTR:  REQ FIELDS BROWSE ID BROWSE ID OTHER USER NEXT CASE NEXT CASE NEXT CASE
SYSTEM NOTES:		
SUPERVISOR NOTES: * * * END OF MESSAGES * * *		
SENDER ID:		
PF: 1-KY MENU 2-MEN 3-OFF 13-CAR 18-BKR 19-BRW		

Entering "SAS" in the Function field will open the Secondary Assignment Display.

## SECONDARY ASSIGNMENT DISPLAY

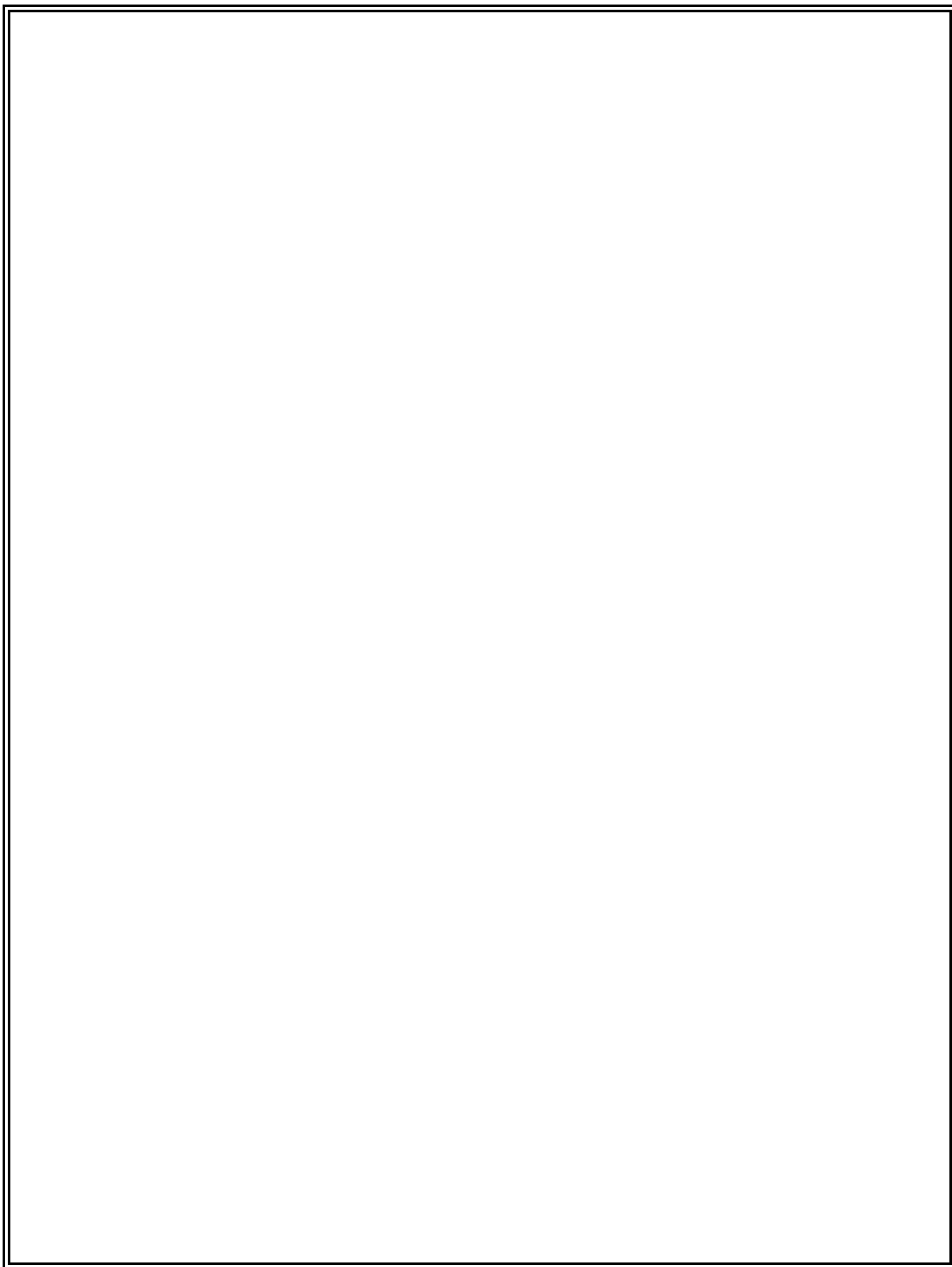
ZKSAS	SECONDARY ASSIGNMENT DISPLAY			LPGS	10/12/07
GROUP/USER ID: LPGS		FUNC SAS	DISP	PRI	NEXT CASE 000391873
CASE ID	PRIMARY TAXPAYER NAME	TICKLER DATE		REASON CODE	
000391873	INTERGALACTIC GAS STATIONS INC	10/12/07			
*** ASSESS ALL OFFICERS IN THIS CORPORATION ***					
0242C SEARCH COMPLETE					

Entering the OSCAR USERID in the Group/User Id field will open the list of secondary assignments for that user.

Usually a user enters his requested task on the Primary Note Line of the Primary Collection Data Display. That line of information will appear here on the second line of the Secondary Assignment.

By entering an "S" here, the user will open the Primary Collection Data Display for that specific case.

By entering a "G" here and pressing "ENTER" twice, the user will remove the secondary assignment from his or her list.



# **ALERT DISPLAY**

## **F20**

## ALERT DISPLAY

ZKPRI		PRIMARY COLLECTION DATA			LPGS 10/13/07	
CASE 000688323-		5	FUNC	UPD	DISP	PRI NEXT CASE 000688323
MARTIAN MINING CO INC		MAIL LIEN (Y/N)		HOLD DATE 10/10		
		5555 SATELLITE DR		VALID	STATE	F01
5555 SATELLITE DR		VALID	LIGHTYEAR	KY 40000	SSN2	
		ADD	TEL1		COLL ID	FWHO
			TEL2	111-222-3333	STATUS	O OWN H
LIGHTYEAR		KY 40000			MNT	AST
TOTAL DUE	1423.88	NET TAX DUE	995.94	TOTAL INTEREST	39.51	TOTAL FEES
TT	002					248.99
P	307					
L	1423.88					
D						
I/P DT 10/28/07 ADM: 0.00 LN: 0.00 JA: 0 DEL: 0 FA EX: 01/08/08						
THIS COMPANY IS PAYING ITS TAXES IN ROCKS						
PMT/LTR	DATE	TIME	AC	P	C	RTE
	10/13/07	1036				
	10/10/07	2053	EN			F01
	10/10/07	1346	SI			I01
1400	10/09/07	2045	NB			A53
299	09/27/07	2148	DB			A53
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT						

When the Primary Indicator of "MNT" appears on the Primary Collection Data Display, this is an indication that one or more tax bills is under maintenance or awaiting approval on a bill maintenance.

Pressing "F20" will open the display to show which user has created the maintenance.

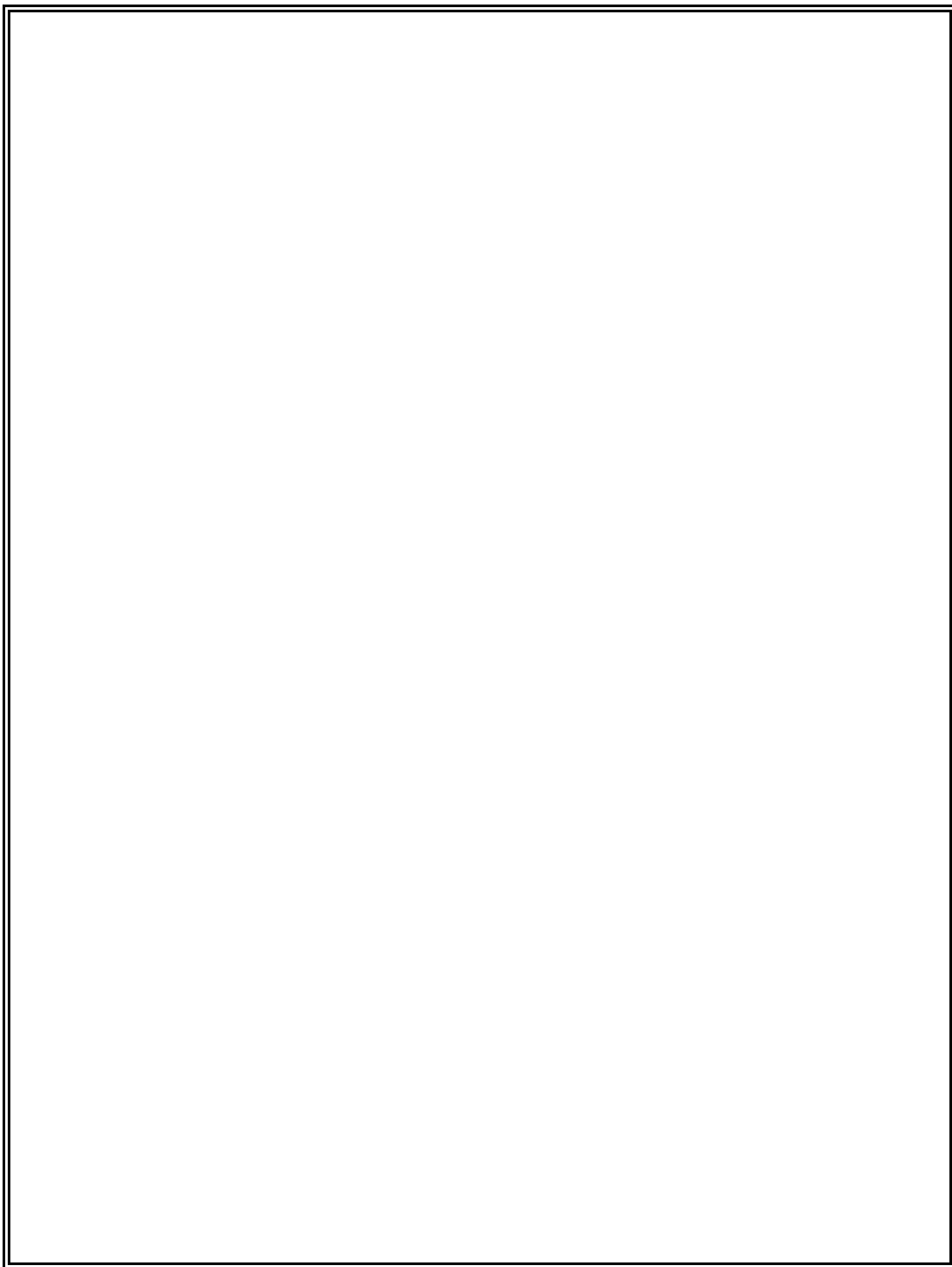
RERCS14L		ALERT DISPLAY		PAGE	
CASE: 000688323		CASE NAME:			
ALERT TYPE	USER NAME	PHONE	TT	PERIOD	END NOTICE NUM
MAINT APPROVAL	OWENS, TARYN B	5025647287		01/01/0001	
PF2=MENU	PF7=BKWD	PF8=FWD	PF11=HELP		

This is the View Alert Display. Only the user's name who created the maintenance and their phone number are revealed here.

## ALERT DISPLAY

```
RERCS10L                ACCOUNTS RECEIVABLES DISPLAY                LPGS                10/13/07
CASE 000688323-          5 DISP FWD STATUS A DEL FLG N N/CASE 000688323
MARTIAN MINING CO INC    TERM DT                                BT R0 TT 002 ACCT 000273300
ACCT NAME MARTIAN MINING CO INC    I/P DT 10/28/07                ACCT TOT                1423.88
TP NAME      : MARTIAN MINI
NOT#/AST     : 104331473
PERIOD END   : MAINT 03/31/2007
BT/R/C/CO    : R0 A 5
DN/DATE      : ON 08/13/2007
VAL#/RTC     : 006926494 01
ORIG LIB     : 995.94
CREDITS      : 0.00
NET TAX      : 995.94
NET INT      : 39.51
NET FEES     : 248.99
NET PEN      : 139.44
TDUE/-OP     : 1423.88
ACCR DATE    : 09/28/2007
FEE CODES    : C
PEN CODES    : TOT BN
PENALTY %    : 14 14
ERROR CODE:
LATE FILE :
NO FURTHER SCROLLING -- END OF DATA
```

The bills that are under maintenance or awaiting maintenance approval will be labelled with "MAINT" on the bill.



# **ADDITIONAL DISPLAY SCREENS**

## FINAL NOTICE UPDATE/INQUIRY DISPLAY

ZKFIN		FINAL NOTICE UPDATE/INQUIRY DISPLAY		LPGS 10/13/07	
CASE 555667777-		FUNC UPD DISP FWD		NEXT CASE 555667777	
TYPE OWNERSHIP: LLC-PART				NEXT DOCKET NO 200512291304002	
DOCKET NO 200512291304002		1		DOCKET NO 200512291304001	
RP SOURCE CODE 001555667777		2		SOURCE CODE 001777665555	
TITLE: UNKNOWN				TITLE: UNKNOWN	
HUMPHREY BOGART				LAUREN BACALL	
1111 SUNSET BLVD				1111 SUNSET BLVD	
BEVERLY HILLS CA 00000		3		BEVERLY HILLS CA 00000	
START 01/01/04				START 01/01/04	
END NO FED. OFF.				END NO FED. OFF.	
LIABLE Y Y/N				LIABLE Y Y/N	
DATE CARD FILED 01/11/06		T		DATE CARD FILED 01/11/06	
CARD STATUS				CARD STATUS T	

A user may access the Final Notice Update/Inquiry Display by entering "UF" in the Activity Code field on the Primary Collection Data Display. On this screen the user may view the name and address information from two Final Notice Before Seizure Letters. Also, the information pertaining to the mailing status of the letter is contained on this screen. This information is permanently stored in the OSCAR system and may be viewed even after the case has been sent inactive by entering "FIN" in the Display field of the Primary Collection Data Display.

1. Entering "FORWARD" in the Display field will enable the user to view screens of other Final Notice Letters, two at a time.

If no change has been made to the screen, it will be necessary to enter "CAN" in the Display field.

2. By taking these docket numbers to the Correspondence Image Inquiry Display (F17) the user will be able to view the Final Notice Before Seizure Letter document.

3. These are the Card Status codes for the Final Notice letter:

Final Notice Letter Update			
B	Box Closed	M	Moved, No Forwarding Order
C	Change of Address	Q	Insufficient Address
D	Non Print or Dummy ltr	R	Letter Refused
F	Forwarding Order Expired	S	Signed by Other
H	Deceased	T	Signed by Taxpayer
K	Address Unknown	U	Unclaimed

To update information on this screen, the user simply enters the date and Card Status Code and enters "END" in the Display field.

## LIEN UPDATE/INQUIRY DISPLAY

ZKLIE		LIEN UPDATE/INQUIRY DISPLAY		LPGS	10/13/07
CASE 000356001-		8 FUNC UPD DISP (FWD)		NEXT CASE 000356001	
TYPE OWNERSHIP: CORPORATE		NEXT DOCKET 200702091236001			
TITLE: SOLE PROP LIEN TYPE:		TITLE: UNKNOWN LIEN TYPE:			
JAMES K POLK		ZACHARY TAYLOR		1	
1111 APPLE VALLEY DR		2222 APPLE VALLEY DR			
SEATT KY 42211 211 PRESI		SEATTLE KY 42211 211 PRESI			
LIABLE: Y XREF:		LIABLE: Y XREF:		2	
DIN: S 222-33-4444		DIN: S 333-44-5555			
PURGED BILLS: N		PURGED BILLS: N			
ORIG LIEN CASE 300502000356001		ORIG LIEN CASE 300502000356001			
WEB POST: LAST UPDATE:		WEB POST: LAST UPDATE:			
SYSTEM DATA		SYSTEM DATA			
RP SOURCE CODE CR0000000001M		RP SOURCE CODE USERENT09991M			
FILE 03/12/07 DOC NO 200702091236001		FILE 11/05/03 DOC NO 200310300952001			
RLSE DOC NO		RLSE 04/27/05 DOC NO 200504271419001			
COURT DATA		COURT DATA			
FILE 03 01 07 BOOK 929 PAGE 124		FILE 10 31 02 BOOK 13 PAGE 237		3	
RLSE BOOK PAGE		RLSE 04 21 05 BOOK 14 PAGE 398			

By entering "UL" in the Activity Code field on the Primary Collection Data Display, the user may view lien information that has been created in this OSCAR case. OSCAR will permanently store the name, address, county, and book and page information of filed and released liens in this OSCAR case.

1. If a user wants to see more liens, it will be necessary to enter "FWD" in the Display field.  
  
If a user is only viewing the lien information, then it will be necessary to enter "CAN" in the Display field.
2. By taking these docket numbers to the Correspondence Image Inquiry Display (F17) the user will be able to view the Lien document.
3. After entering book and page information and filing and/or releasing dates on liens, it will be necessary to enter "END" in the Display field.

## LEVY UPDATE/INQUIRY DISPLAY

ZKLEV		LEVY UPDATE/INQUIRY DISPLAY		LPGS	10/13/07
CASE 000365773-		1 FUNC UPD DISP <b>FWD</b>		NEXT CASE 000365773	
RP SOURCE CODE 005000161138		TITLE		NEXT DOCKET	
ANCIENT ALTERNATIVE ANTIDOTES INC				DOCKET NO <b>200611151547004</b>	
5555 APOTHECARY PLACE				THE NATIONAL BANK	
				P.O. BOX 99999	
CARSON CITY	KY 40000			40000000000	
PHONE 000-000-0000-	LIABLE (Y/N) Y	METROPOLIS KY			
SSN1	SSN2 611-11-1111	8665165568			
START 10/01/99	END	000000			
		LEVY ST <b>P</b>		DATE <b>12/15/06</b>	
RP SOURCE CODE CR0000000001		TITLE 4		DOCKET NO <b>200610041021001</b>	
ANDREW JACKSON				THE USUAL BANK	
2222 PEACH TREE TRAIL				P O BOX 88888	
CARSON CITY	KY 40000			40000000000	
PHONE	LIABLE (Y/N) Y	SYRACUSE KY			
SSN1 444-22-1111	SSN2 - - 0	8596268008			
START 10/01/99	END	000000			
		LEVY ST <b>G</b>		DATE <b>11/15/06</b>	

The Levy Update/Inquiry Display may be accessed by entering "UV" in the Activity Code Field of the Primary Collection Data Display (F8). This screen will allow the user to view basic information pertaining to a levy against a taxpayer in the case being viewed, and the track the status of the levy.

The Status Codes for Levies are as follows:

Levy Update Codes	
A	Active Account
E	Exemption Exceed Wages
G	No Account
I	Inactive Account
L	Laid off/Sick leave
N	No Longer Employed
P	Payment on Levy
R	Refused/Unclaimed
W	Payment - Ongoing Levy

- Only two levies are viewed at one time. If a user desires to see more levy information, it will be necessary to enter "FWD" in the Display field.

If a user is only viewing levy information, then it will be necessary to enter "CAN" in the Display field.

- By taking these docket numbers to the Correspondence Image Inquiry Display (F17) the user will be able to view the Lien document.
- If a user is entering the status and date of a levy, it will be necessary to enter "END" in the Display field after entering the status code.

# **MANUAL ACCOUNT SETUP (MAS)**

## MANUAL ACCOUNT SETUP

ZKMEN CASE	KY OSCAR MENU FUNC <b>MAS</b> DISP PRI	10/15/07	
COLLECTOR ID: LPGS	PASSWORD :	BROWSE ID:	
OTHER USER :	LOCATION :	BROWSE PTR:	
DESCRIPTION OF JOB	REQ FIELDS	DESCRIPTION OF JOB	REQ FIELDS
WORKLIST STATISTICS (X00)	FUNC	BROWSE START (BRS)	BROWSE ID
WORKLIST PROCESS (XNN)	FUNC	BROWSE RESUME (BRR)	BROWSE ID
TABLE MAINT. MENU (TMU)	FUNC	SUPERVISOR INQ (SPI)	OTHER USER
ALPHA LOOKUP (LKU)	FUNC	CASE INQ (INQ)	NEXT CASE
SECONDARY ASSIGNMENT (SAS)	FUNC	CASE UPDATE (UPD)	NEXT CASE
		MANUAL CASE SETUP (MAS)	NEXT CASE
SYSTEM NOTES:			
SUPERVISOR NOTES:		SENDER ID:	
PF: 1-KY MENU 2-MEN 3-OFF 13-CAR 18-BKR 19-BRW			

Entering "MAS" in the Function Field will open the Manual Accounts Setup Display.

This function enables a user to enter history text to an inactive case or to bring an inactive case back to an active status.

MANUAL ACCOUNT SETUP		LPGS____ 10/15/07
CASE NUMBER: 000718564	OR	CASE STATUS:
TAX TYPE: —		
ACCOUNT NUMBER: —		
CURRENT FUNCTION STATE:		
TO ACTIVATE ENTER NEW FUNCTION STATE: —		RESP. COLLECTOR: —
ENTER HISTORY TEXT:		
<div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div> <div style="border-bottom: 1px solid black; height: 15px; margin-bottom: 5px;"></div>		
PFKEYS: 2-CANCEL 3-END		

By entering the OSCAR case number here or by entering the "Tax Type" and "Account Number" here, will enable the user to enter History Text or to reactivate the case into a new functional area.

## MANUAL ACCOUNT SETUP

RERCS32D	MANUAL ACCOUNT SETUP	LPGS____	10/15/07
CASE NUMBER: 000718564_____		CASE STATUS: +--+	
OR		CASE IS INACTIVE ON OSCAR	
TAX TYPE: 005		CASE IS ON CAR	
ACCOUNT NUMBER: 000093569		CASE IS ON CRIS	
CURRENT FUNCTION STATE:		RESP. COLLECTOR: LPGS____	
TO ACTIVATE ENTER NEW FUNCTION STATE: A03			
ENTER HISTORY TEXT:			
THE SILVER SURFER OWES MOTOR VEHICLE USAGE TAX ON HIS SURF BOARD. _____			
_____			
_____			
_____			
_____			
_____			
PFKEYS: 2-CANCEL 3-END			

1. To Only Enter History Text:

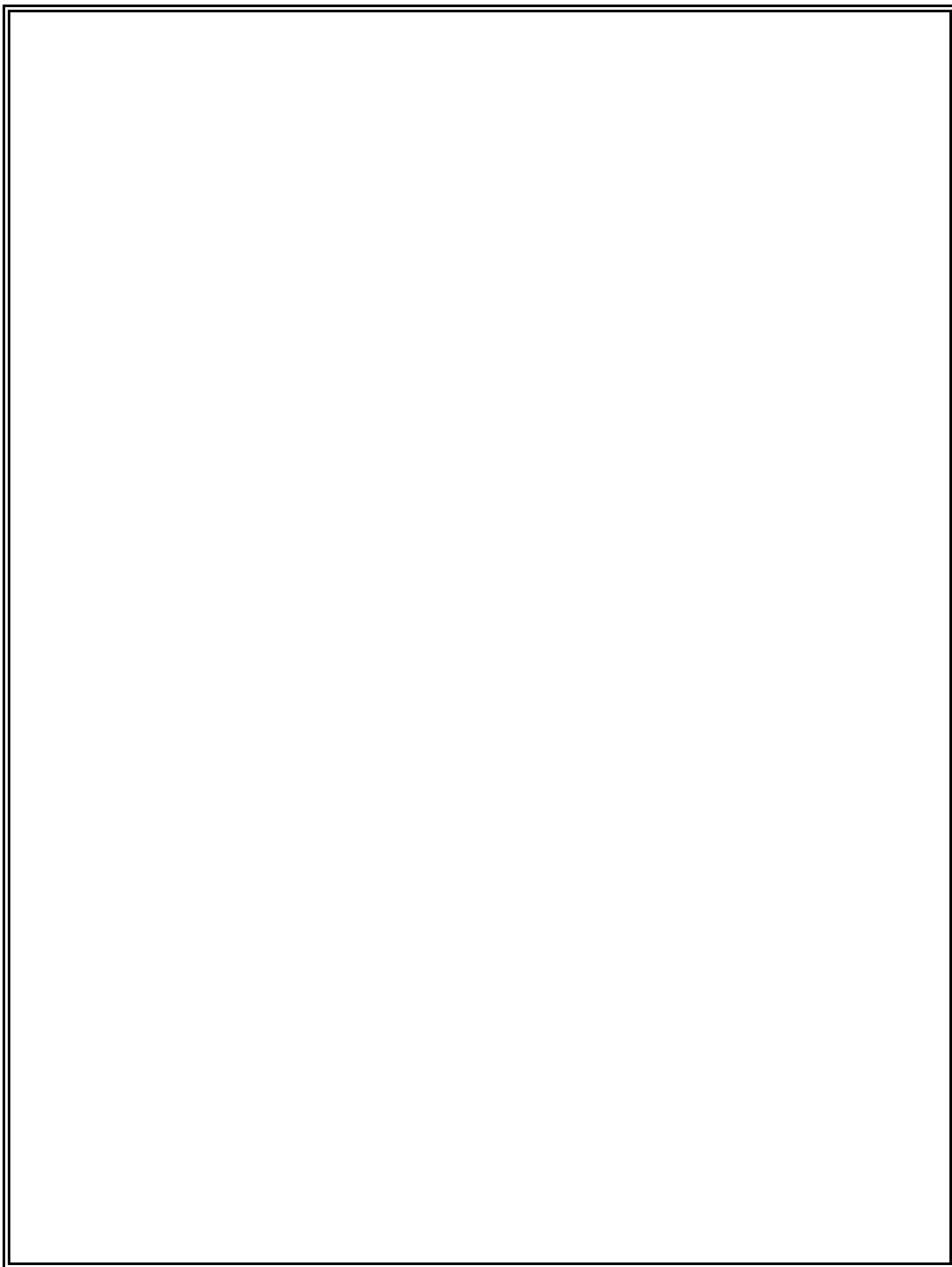
Once the "Enter History Text" field has been opened the user may enter history text information here, Then the user must press F3. This information will then be permanently entered into the history text even though the case will remain inactive.

2. To Reactivate An OSCAR Case:

Once the "To Activate Enter New Function State" field has been opened, a user may populate this field with a function state, and then press F3. The user may also add his or her own OSCAR id or another's to this field. The OSCAR case will then be partially activated. After a few days all of the OSCAR screens will be populated with information.

Special Note:

These same steps are used to start a new OSCAR case with new tax bills before the 45 day protest period has expired on the tax bills.



# **CASE INQUIRY MODE (INQ)**

## CASE INQUIRY MODE

ZKMEN CASE		KY OSCAR MENU FUNC INQ DISP PRI		LPGS 10/15/07 NEXT CASE 000701122	
COLLECTOR ID: LPGS OTHER USER :		PASSWORD : LOCATION : 300502		BROWSE ID: BROWSE PTR:	
DESCRIPTION OF JOB		REQ FIELDS	DESCRIPTION OF JOB		REQ FIELDS
WORKLIST STATISTICS (X00)	FUNC	BROWSE START (BRS)	BROWSE ID		
WORKLIST PROCESS (XNN)	FUNC	BROWSE RESUME (BRR)	BROWSE ID		
TABLE MAINT. MENU (TMU)	FUNC	SUPERVISOR INQ (SPI)	OTHER USER		
ALPHA LOOKUP (LKU)	FUNC	CASE INQ (INQ)	NEXT CASE		
SECONDARY ASSIGNMENT (SAS)	FUNC	CASE UPDATE (UPD)	NEXT CASE		
		MANUAL CASE SETUP (MAS)	NEXT CASE		
SYSTEM NOTES:					
SUPERVISOR NOTES:					
* * * END OF MESSAGES * * *					
SENDER ID:					
PF: 1-KY MENU 2-MEN 3-OFF 13-CAR 18-BKR 19-BRW					

OSCAR cases in which the collections actions have been exhausted and delinquent tax liabilities are remaining, are sent into an inactive status. These cases may no longer be viewed normally in "Update" mode or in a Worklist State. Some of the information in the case will be purged, but some will still remain viewable even though in an inactive state.

To view the remaining portions of an inactive OSCAR case, a user must enter "INQ" in the Function Field and the OSCAR case number in the Next Case field.

## CASE INQUIRY MODE

```
ZKPRI          PRIMARY COLLECTION DATA          LPGS              10/15/07
CASE 000701122-      FUNC INQ DISP PRI-NEXT CASE 000701122
NO ACCOUNTING INFO AVAILABLE, MAIL LIEN (Y/N) Y    HOLD DATE 10/15
ACCTING EXTRACT DOES NOT EXIST                     VALID ADD   STATE INA
                                                    COLL ID LPGS
                                                    STATUS OWN
                                                    SSN2
                                                    LV           MSC BT SST
TOTAL DUE        NET TAX DUE    TOTAL INTEREST    TOTAL FEES    TOTAL PENALTY
66249.28         34127.79       14993.26     17128.23      0.00
TT             010
P D01,N01,*
L             66222.97
D
I/P DT 10/30/07 ADM:    16.31 LN:    10.00 JA:    0    DEL:    0 FA EX: 05/04/07
PETER PAN IS WANTED FOR TAX EVASION!
PMT/LTR    DATE    TIME AC P C RTE    PROMISE 1    PROMISE 2    EX T    COLL BALANCE
            10/15/07 1510                                LPGS 66249
            10/15/07 1126 IT                INA      * LPGS 66249
            08/30/07 1021 IT                INA      * OM&B 65905
            05/04/07 0802 SI                I01      SJNM 65022
            05/03/07 1034 UL                S03      SJNM
PF: 2MEN 3OFF 4NOT 5SEC 6DEL 7HIS 8PRI 9HTX 10NXT 11LKU 13AST 14DEM 15A/R 16PMT
```

When viewing an inactive case in Inquiry Mode, some of the basic information will be missing from the screens. On the Primary Collection Data Display the name, address, telephone numbers, status, and ownership codes will not appear.

Many of the screens will not be accessible, and some that are, may have some information either purged or unviewable. Some information will still be available for viewing on the Accounts Receivable Display (F15), Collection History Inquiry Display(F7), and Secondary Collection Data Display(F5).

By entering "FIN", or "LIE", or "LEV" in the Primary Display field, while in the inactive mode, it is possible to view the Final Notice Update Display, the Lien Update Display, and the Levy Update Display, respectively (See pages 91-94). These displays contain permanent information attached to each OSCAR case.